

# Intermediate B.Y.P.U. Manual

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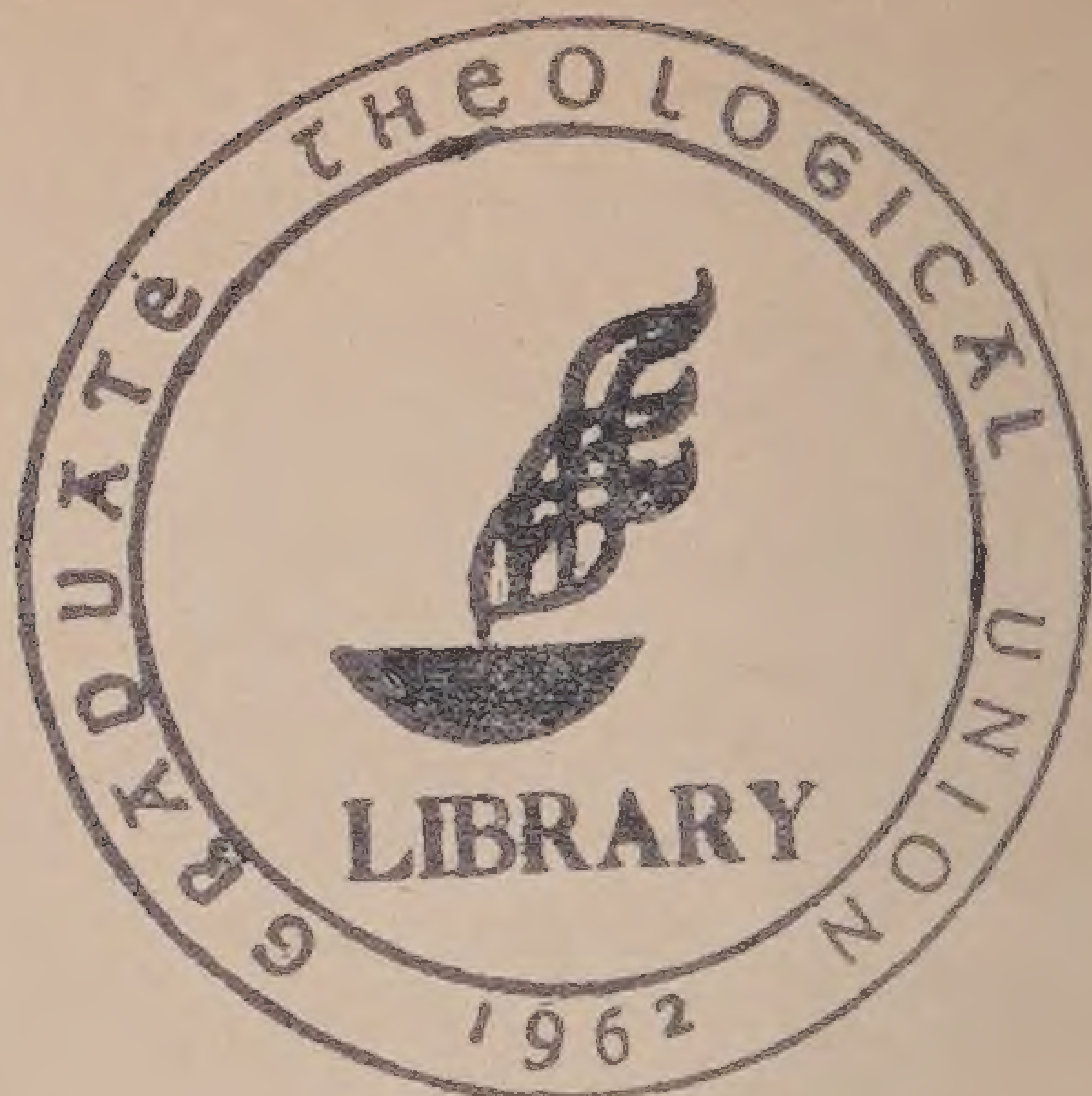


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# INTERMEDIATE B. Y. P. U. MANUAL

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By E. E. LEE

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Department of B. Y. P. U. Work



Sunday School Board  
Southern Baptist Convention  
Nashville, Tennessee



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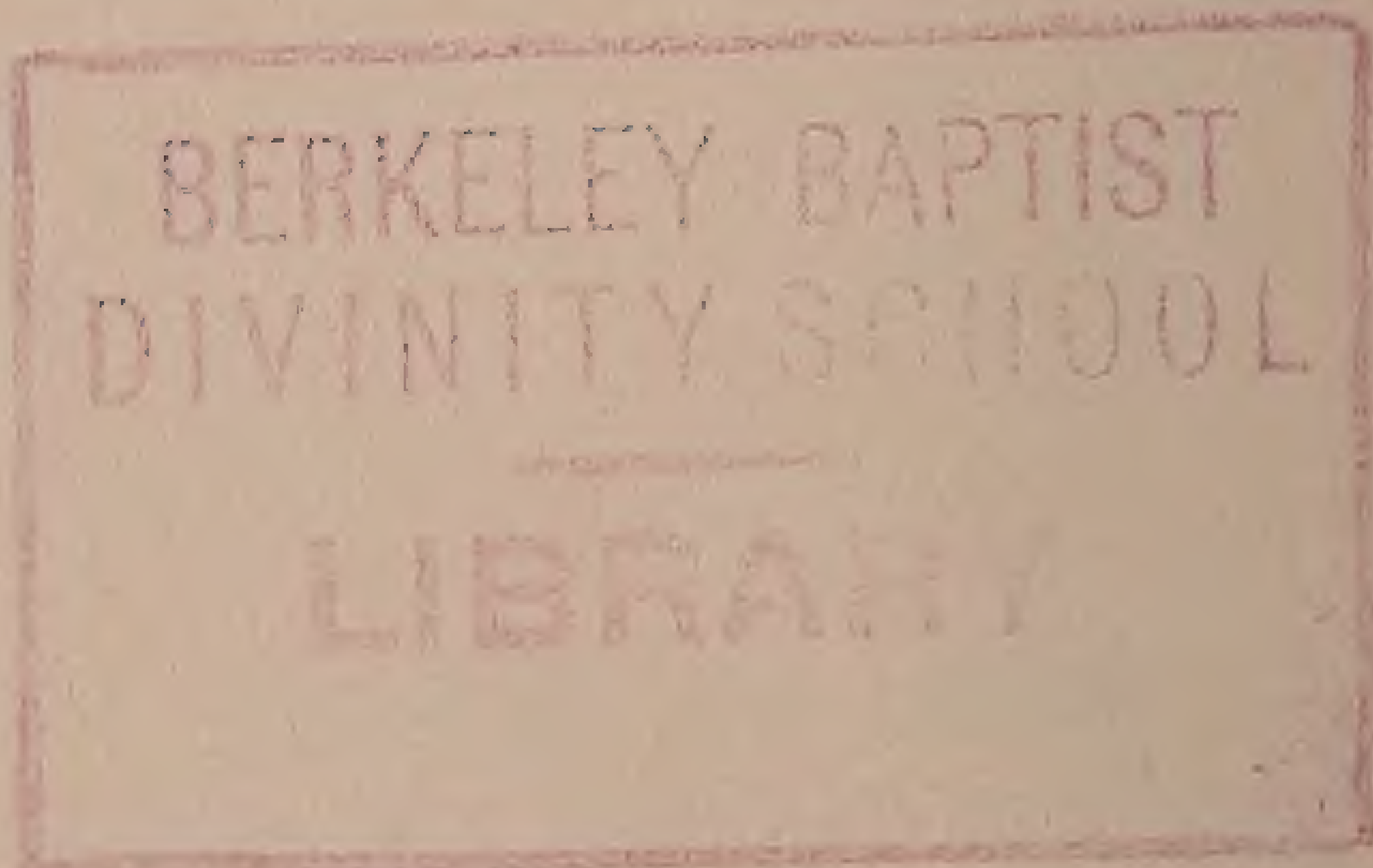
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*Intermediate B. Y. P. U. Mottoes:*

All	We
Baptist	Study
Young	That
People	We May
Utilized	Serve

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*Intermediate B. Y. P. U. Aim:*

Training  
For  
Church  
Efficiency.

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*Intermediate B. Y. P. U. Song:*

“The Fight is on.”



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## FOREWORD

In sending forth this little volume, there is no idea that it will solve every difficulty and smooth out every wrinkle, especially since in dealing with live flesh and blood of Intermediate B. Y. P. U. age, unlooked for problems and unexpected conditions are continually coming up. I have done my best, though, to set out in a practical, straightforward way some principles and plans that have been used by successful Intermediate B. Y. P. U. workers, and that are calculated to make easier traveling along the road to success for the Intermediate Leaders and the Intermediates themselves.

And if, through the influence of these pages, Intermediate Leaders—whom I so much honor and love and who are performing so mightily at the foundation of kingdom work—are helped; if the Intermediates—whom I carry so close to my heart—are inspired to larger effort in their work of preparation for better service in the kingdom; if the churches—whom I love and honor and reverence as Christ's means for carrying forward the work of the kingdom—are blessed; then I shall count myself happy and my reward shall be vastly beyond what I deserve.

Dallas, Texas.

E. E. Lee.



## CHAPTER I

### PLACE AND PURPOSE

#### PLACE OF THE INTERMEDIATE B. Y. P. U.

A SERVICE OF THE CHURCH. The Intermediate B. Y. P. U. has its place among the services of the church.

It is not an organization separate and apart from the church.

It is not a mere caudal appendage to the church.

It is not intended to ever supplant the church.

It is not bigger than the church in any sense of the word.

It is a service of the church—nothing more, nothing less.

It is the church herself operating along approved lines for the performance of a certain duty in a definite and specific manner.



DIFFERENT SERVICES OF THE CHURCH. In order to carry out the Great Commission, the church has various services. These services, while possessing certain elements attributed to the others, have each a particular place and a peculiar value.

1. The Preaching service—the church worshipping.

2. The Teaching service—(The Sunday school) the church teaching.

3. The Prayer service—the church in devotion, praying.

4. The Woman's service—(The W. M. U.) the church teaching Missions.

5. The Training service—(The B. Y. P. U.) the church training the young converts.

Note: The B. Y. P. U. has three departments: the Junior, with ages 9-12 inclusive: The Intermediate, with ages 13-16 inclusive: The Senior, with ages from 17 upward.

ONE END FOR ALL SERVICES. The different services in the church each have their place and are set for the carrying out of a dominant idea, but the end aimed at in each service—and in all the services taken together—is one and the same. THAT THE CHURCH MAY MORE QUICKLY AND MORE THOROUGHLY CARRY OUT THE COMMAND OF THE MASTER. The aim of the Intermediate B. Y.



P. U. is "Training for Church Efficiency"—that through its work every other service of the church may be made better.

**DIFFERENT FROM OTHER SERVICES.** The Intermediate B. Y. P. U. differs from every other service and has a place—a distinct place—that cannot be taken by any other service of the church; a work that cannot be done as effectively in any other service.

1. In membership. The Intermediate B. Y. P. U. does not attempt to bring every one into its work—it seeks only young Christians—for it is the Training Service of the church.

2. In specific purpose. The Intermediate B. Y. P. U. is set for the specific purpose of training young Christians in all the things that make for stronger Christian character and more efficient Christian service.

3. In methods. The Intermediate B. Y. P. U. has a definite aim, "Training for Church Efficiency," and its work embraces such methods as will enable the young church members to become skilled laborers in the Kingdom.



## PURPOSE OF THE INTERMEDIATE B. Y. P. U.

TO MEET A REAL NEED. Our Baptist leaders recognized the need of doing some things for the young church members that were not being done in any other service of the church, and the B. Y. P. U. came in to the life of the church to meet this need. This need touches both the church and young people, and the Intermediate B. Y. P. U. ministers to this need in each direction.

1. The church needs trained workers. The present-day conditions call for workers in our churches who are not only consecrated but who are thoroughly trained and skilled as well. The need of trained ability in every line of endeavor is greater to-day than in other days, but nowhere more than in the church. There is a two fold need, as suggested in the SENIOR MANUAL.

2. The church needs a training service. There is just one way for our churches to have trained workers and that way is to have a training service for the express purpose of training those workers. Our churches are filled with untrained material;—every young convert is a piece of raw material; but the mere wishing for this material to become trained will not accomplish the purpose and meet the need; there must be a training service to train these young converts and give the church the needed trained workers.



3. The young people need to be trained. No matter how much of training may have been had along other lines, every young Christian needs training in the duties that pertain to church life and spiritual things. A young Christian cannot drift into efficiency any more than can the young man drift into trained ability for the medical profession. Training is a process through which this same young Christian must pass, in order to be a result-producing workman of the finest sort.

#### THE INTERMEDIATE B. Y. P. U. FULFILLS ITS PURPOSE

Whenever and wherever the Intermediate B. Y. P. U. has been given a reasonable opportunity it has fulfilled its purpose in the life of the church—as a service of the church—by offering a wide field of effort. It gives opportunity for the following six things in fulfilling its purpose. The first three of these are suggested in the SENIOR MANUAL.

1. Spiritual development. Physical growth and development come through eating the proper sort of food and going through the right kind of exercise; and opportunity for exactly these things in a spiritual way are found in the Intermediate B. Y. P. U. This spiritual development is fundamentally necessary, since no life is trained for Christian



service that does not have a deepened spiritual life back of it all and underneath it all. In the daily Bible readings, in the topics studied in the weekly meeting, in taking part on the program, in the work of the officers and committees, in all its phases of activity, the Intermediate B. Y. P. U. makes provision for the spiritual development of the young church members in a way that is not made for them in any other service of the church.

2. Mental development. The work set forth in the Intermediate B. Y. P. U. is calculated to call for something more than mere parrot-like reproduction. Here is found opportunity to exercise the mind in every needed direction; to create the power of initiative; to develop the ability to think quickly and consecutively; to execute plans that call for wise effort; and to feed the mind the sort of food demanded in the development of moral force.

3. Social development. Social talents and inclinations are God-given and we are by duty bound to see that these are not only not used in the wrong direction, but that they are used for the highest and best purposes; that they are even cultured and developed for usefulness in the church and for the Master's glory. Through the Intermediate B. Y. P. U. the church is enabled to touch the social side of these ages and develop it along the right



lines. These young people can be given all that is needed in a social way, through a service that is enjoyable as well as helpful. Too long we have neglected this all-important element of power in the life of our young people.

4. Teaching the doctrines. The topics of the weekly meeting, along with the other studies offered in the Intermediate B. Y. P. U. furnish an opportunity to teach the great doctrines of the Bible very thoroughly and effectively. The preaching of the pastor and the teaching of the Sunday school teacher cannot get just the results that are found in the work of the Intermediate B. Y. P. U.; but this selfsame preaching and teaching will be found of far greater value by reason of the work done among the Intermediates of the B. Y. P. U.

5. Definite study of missions. Only through the knowledge of the actual conditions that exist on mission fields and through the knowledge of what is being done, and what needs to be done, can we ever expect to have our young people deeply interested in missions; but the Intermediate B. Y. P. U. offers a course of study that gives this exact information. Once each month there is a lesson about missions along with the teachings of the real spirit and purpose



of missions. During the fourth quarter of each year, all the lessons are upon mission subjects.

6. Practical endeavor. Young people will become trained in the art and science of doing the work of the church by actually doing that work; and in no other way can they be trained. The Intermediate B. Y. P. U. furnishes the needed place for the pastor and the church to drill the young people in the practical things of the Kingdom; the place where they can have this all-important element of training and service as well. In the Christian life, as in any other, efficiency comes through actual, practical endeavor.

### SPIRIT OF THE INTERMEDIATE B. Y. P. U.

There is one word to express the spirit of the B. Y. P. U.; that word is UNSELFISHNESS. The B. Y. P. U. teaches its members to work for the good of the whole B. Y. P. U.; and for the good of the church as a whole. The development of this spirit is an essentially necessary element of training in the life of each and every Christian. Our churches to-day have altogether too many members who will "have their own way or not have anybody's way" and who could have profited greatly by a course of B. Y. P. U. training in their earlier years.



## TEST OF THE INTERMEDIATE B. Y. P. U.

The real test of the work done in the Intermediate B. Y. P. U. is shown in the life of the individual member. Not in the number enrolled, not in the enthusiasm of the membership, nor in merely reaching the Standard of Excellence; but in the development of unselfish and efficient service through these various individual members. When they pass into the Senior department of the B. Y. P. U. and into the life of the church, it should be with a willingness to serve in any way and at any time, and with the trained ability to make that service count for the greatest and most useful results.



## CHAPTER II

### THE LEADER

EITHER A MAN OR A WOMAN. The leadership of these young people in the Intermediate B. Y. P. U. offers a field of tremendous importance and of far-reaching opportunity. Perhaps there is no place in all the life of the church where one's efforts can be made to count for such large results and be made to carry into the future with such wide reach. And our men as well as our women are coming to recognize the challenge of this field and are giving themselves to the work. Some of the best and most highly successful leaders in the South are men, prominent business men, who possess a vision of the opportunity for real and permanent service in the church right here among the Intermediates.

A MAN AND A WOMAN. In many churches the plan of having two leaders, a man and a woman, for each Intermediate B. Y. P. U. has been found ideal. These two working together have been able to meet each and



every condition that may come about and have been able to solve the many problems and overcome the many difficulties more easily and far more satisfactorily than either could do when working without the aid and counsel of the other.

MUST BE DISCOVERED. *The volunteer leader is not always to be found: frequently there is no one in the church who feels the call into the work, and who feels that the necessary qualifications for the work of Intermediate leader are possessed. Yet seldom indeed is there a church in which there is not some one who can do the work, if that one is only sought out and brought into the work. One church, seeing the need of the work among the young people but having no one willing to assume the responsibilities and cares of the work devoted the entire mid-week prayer service to finding the proper leader, and after this prayer and counsel, turned to an earnest, wide-awake, consecrated young man in the membership. He was impressed with the call of his church and entered heartily into the work as Intermediate leader and has proven highly successful and a great blessing. A life of fine service would have been lost if the church had not gone into the business of discovering a worker and the work among the Intermediates would have been neglected at tremendous cost.*



**ELECTED BY THE CHURCH.** The leader of the Intermediate B. Y. P. U. is an officer of the church, serving in the Training Service of the church, and should be elected by the church. This is not only the right way but such action will be reflected for good in every direction.

1. **THE LEADER IS STRENGTHENED.** Not only does there come a deeper conviction on the part of the leader as to the value and place of the work in the church, but also there is a sustaining influence, a really strengthening influence in knowing that the church actually regards this work of the Intermediate B. Y. P. U. as a service of the church.

2. **THE INTERMEDIATES ARE BENEFITTED.** The members of the Intermediate B. Y. P. U. are themselves made to feel more keenly their responsibility; when they are regarded as a factor in the church life. Their attitude to the work in general and toward the leader in particular is affected for good, when they know that the church is standing back of this service and holds herself responsible for the leader and the work itself.

3. **THE CHURCH IS INTERESTED.** The good deacon whose vote helps to elect the Intermediate leader will not think out loud to those about him that "them young folks are holding some sort of a meeting down there



at the church." He will say proudly, "Our church is holding a service for our young people in the church house."

### QUALIFICATIONS OF THE LEADER.

The one who works among these young people in the Intermediate B. Y. P. U. must of necessity have some qualifications for the work. But these qualifications are not the ones sometimes regarded as those most greatly needed and most highly to be desired. Culture, education, refinement, personal beauty and other such things are all good, but are not essential to the result-producing life as an Intermediate B. Y. P. U. leader. Here are six qualifications to be desired in the leader and these will easily overcome the lack of the above mentioned lesser essentials.

1. LOVE FOR THE LORD AND THE WORK. A love that will produce any needed self-sacrifice; a love that will cause the interest of the Master and the Master's work to be given first place in the life; a love that will produce a real, genuine spirit of service and joy in the performance of the Master's work; sacrificial love that will bring purity of life, pleasantness of manner and purpose of heart.

2. REAL LOVE FOR YOUNG PEOPLE. These Intermediates are keen of perception, and can readily distinguish a sham and pretense. Dealing with them calls for love and sincerity



of the finest type. The leader whose heart burns with a genuine love for young people, who can go back in blessed memory and live with these Intermediates in their own period of life; who can go with them in the home, in the school, on the playground; who can be their friend and chum, has an essential qualification for success.

3. ABILITY TO LEAD YOUNG PEOPLE. Leadership and teaching are more greatly needed and are generally more successful among the young people of the Intermediate B. Y. P. U. than are iron-clad rules of the management. Fortunate indeed is the leader who has this ability to use principles of leadership rather than mere rules of management. The leader who is firm when firmness is needed, who is forceful when force is demanded but—who is tactful under any and all conditions, will accomplish through these elements of leadership what would prove failure with hard-handed management.

4. WILLINGNESS TO LEARN. A most important and at once a greatly-to-be-desired qualification of the leader. The most successful leader is not always the one who knows most about the work when first coming into its responsibilities, but the one who, realizing the lack of knowledge, is willing to use every opportunity to learn and thus be better equipped for the duties that belong to a leader of the Intermediate B. Y. P. U.



a. STUDY THE INTERMEDIATE B. Y. P. U. MANUAL. This is the recognized authority for Intermediate B. Y. P. U. and the leader should become thoroughly acquainted with the principles and plans set forth therein.

b. READ LITERATURE ON INTERMEDIATE B. Y. P. U. WORK. The Intermediate B. Y. P. U. Quarterly, the Leader's Quarterly and the other things furnished from time to time by the Sunday School Board afford much information.

c. ATTEND THE B. Y. P. U. CONVENTIONS, ASSEMBLIES, TRAINING SCHOOLS, INSTITUTES, ASSOCIATIONAL B. Y. P. U. MEETINGS, ETC. Help to arrange for conference with other workers in the Intermediate B. Y. P. U.

d. CORRESPOND WITH OTHER INTERMEDIATE LEADERS. Much can be gathered in this way. The Intermediate leader yonder may have successfully met the very problem confronting the Intermediate leader here. Get the list of leaders from your state B. Y. P. U. secretary.

e. VISIT OTHER INTERMEDIATE B. Y. P. U.'s AT WORK. This does not mean to leave your Intermediates alone every Sunday. More will be lost than can be gained by too frequent absence. But it is possible to gain many new ideas by seeing other Intermediates carry out their plans.



f. STUDY THE INTERMEDIATES. In their home life, in their play life, in their school life, study them as individuals, study them as a body, study them in their relation each to the other, study them and their characteristics in general, study them in their particular characteristics. Read about them in books, but far more will be learned by studying these young people themselves. Every individual in the Intermediate B. Y. P. U. furnishes a study that is different from that found in every other individual member, and the wise leader is that one who secures the knowledge that comes from the study of each and every individual and with a study of these individuals from each and every angle.

5. PATIENCE AND PERSEVERANCE. Difficulties which come even through the activities or the inactivities of the Intermediates themselves will call for patience on the part of the leader. And apparent failure will come at times that must need be met with a spirit of perseverance. But results will come to the patient and persevering leader who puts forth the best effort all along and leaves the whole work with Him who "doeth all things well." A leader who was once asked "What will you do with that one with whom you have failed so many times?" replied: "I would try again, for if I didn't I would lose all the work that had been done in these previous efforts."



## 6. LAY ASIDE EVERY ENCUMBRANCE.

a. DURING THE WEEK. The leader may well guard against all conditions of life and living during the week that will cause physical, mental, or spiritual unfitness for work among the Intermediates. Business and pleasure should be carried on rationally, with the thought that a cheerful heart, a bright smile, a clear mind, and a buoyant spirit are needed by the Intermediate leader.

b. ON SUNDAY. It is possible for the leader to become so crowded with work, even of a religious sort, on Sunday, that the best cannot be brought to the Intermediates. This is no plea for the Intermediate B. Y. P. U. to the exclusion of other duties in the church; it is a call for the exercise of consecrated common sense.

## PLACES OF LEADERSHIP.

The leader of the Intermediate B. Y. P. U. should be the leader at all times and in all places, being recognized as such on his own part and on the part of the members, remembering always that the successful leader is that one who leads the others into ways of service and usefulness. The leader merely leads while the Intermediates are the ones who perform the various duties that pertain to the work. The wiser leader will never do anything that the Intermediates can be led to do themselves!



1. IN PLANNING THE PROGRAMS. The leader meets with the program committee in each of the monthly program-planning meetings and will have general oversight over all plans for the weekly meetings, but the group captains and the president do the actual work of planning.

2. IN RENDERING THE PROGRAMS. The leader of the Intermediate B. Y. P. U. is not the leader of the program in the weekly meeting, but rather occupies the place of general supervisor of the meeting; not doing the things that need to be done in rendering the programs, but in seeing that these things are done by the Intermediates and in the right way.

3. IN DEVELOPING WORKERS. Nowhere does wise leadership show to such good advantage as it does right here. Development comes through actually doing the thing and not from seeing it done, nor by merely hearing about how it ought to be done. The leader who does the work because it is easier than to have the young people do it, or because there is gratification or self-pride in so doing, is a failure as a leader, or, at least, is failing to succeed. Have the Intermediates do everything they are capable of doing and they will soon be capable of doing well-nigh everything that must be done..



4. IN PRODUCING LEADERS. A most glorious fruitage of the leader's work will be seen in the lives developed for the future leadership. Discovering and developing future leaders is a real test of leadership. This is done by leading these out through constant practice, not merely in helping the leader but in having these actually take the place of the leader while present or absent. One leader has sent out three leaders for other Intermediate B. Y. P. U.'s within the space of eighteen months—a splendid tribute to her work and means of multiplying her life in blessing through all coming years.

5. IN PLANNING NEW WORK. Plans which work well should never be discarded simply for the sake of new things or theories; but it is ever the part of wisdom to work along new and helpful lines and not stick to one plan simply because it has been used in other days. The right sort of leadership will bring the Intermediates themselves to plan changes, and they are eager to put in practice any plan that they themselves have suggested. Oft times a request from the leader is all that is necessary to bring suggestions from the young people even though the idea of the change may have been original with the leader.

## LEADER SPELLS SUCCESS OR FAILURE

Success in the work of the Intermediate B. Y. P. U. comes as the result of honest, earnest consecrated effort on the part of the leader. In well-nigh every case of the successful, result-producing Intermediate B. Y. P. U. you will find a highclass leader; if you will only take the trouble to look about for the leader—that leader is there. Failure usually comes as a result of the neglect and the indifference of the leader although there are many, many cases where the efforts of a good leader have come to naught through no failure on the leader's part. So, leaders magnify your work and put into it the best you have of prayer, and love, and consecrated effort.

### THE LEADER—GENERAL

1. ONE LEADER—GENERAL FOR ALL ORGANIZATIONS. In each church where more than one Intermediate B. Y. P. U. is working there should be one leader-general who will have oversight of the entire work; who will be leader for all the work. In some churches this leader-general is a paid worker, but in most cases, of course, the necessary time and energy is a volunteer service.

2. A SEPARATE LEADER FOR EACH ORGANIZATION. Each and every Intermediate B. Y. P. U. should have an individual leader, one



who gives the time to the work of this particular organization, who will work in thorough harmony and in absolute sympathy with the leader-general. Experience has shown that the leader-general should not be the leader of a separate Intermediate B. Y. P. U. but should give the time and attention to the work of all the organizations in general.

3. LEADERS' MEETING ONCE A MONTH—In churches where there are more than one Intermediate B. Y. P. U., the leaders for these should have a meeting at least once a month when all come with the leader-general into conference. This monthly meeting is a sort of clearing house affair, and is well nigh indispensable. The best interests of the work most surely demand such a meeting.

### THE LEADER'S RECORD BOOK

Every Intermediate B. Y. P. U. leader should have the leader's Record Book (which can be secured from the Sunday School Board) and keep an accurate, faithful record of all things pertaining to the work: a record of each and every individual member as well as a record of the happenings of the B. Y. P. U. as a whole. The President's Record Book serves this purpose.

## CHAPTER III

### MEMBERS

#### RANGE OF AGES

The ages of the members of the Intermediate B. Y. P. U. are thirteen to sixteen inclusive. There are extreme cases where these limits may be changed to meet existing conditions, but any such changes should be regarded as an exception and not the rule. It is a wise plan to follow the age limits as given and deviation therefrom should not be considered merely as a response to the whimsical desire or the selfish wish of some particular individual or set of individuals. In any case of departure from these limits, the leader should be the one to decide and, using consecrated common sense, decide each and every case on its own individual merits.

#### CRITICAL AGES

These years embracing the ages of the Intermediate B. Y. P. U. are the most critical in the life of the individual. The light-



hearted days of innocence and care-free life ended when they passed through the twelve-year-old period and into the thirteen-year-old—the period of adjustment, the habit-forming period of life. At no other time is the right sort of help and advice so greatly needed with the right kind of environs and sympathy provided.

### NEGLECTED AGES

These years of thirteen to sixteen have been the neglected ones in some of our Baptist churches. "They are not able to do any work of any sort" has been the cry, but no attention has been given them, no place for service has been offered them, no provision has been made for preparing them to perform the duties and meet the obligations of coming years. Statistics gathered from wide sources by Sunday-school workers show that 75 per cent of the pupils of these ages are lost from membership. Possibly an even larger per cent would obtain if we could know precisely how many who have come into the church and Sunday school have been lost through this particular period; lost because allowed to drift into company and habits that are inimical to the principles of the church and better living, chiefly because our churches have failed to provide the work necessary to carry them through this period of life.

## CHARACTERISTICS

Members of the Intermediate B. Y. P. U possess certain characteristics that are peculiar unto themselves. These characteristics found, of course, to a greater or less degree, are in people of other ages but they are shown in a marked degree among these Intermediates and are a dominant element of their make-up.

1. GROWTH. It is perfectly natural for an Intermediate to grow. He grows every day and every minute of his life, and very rapidly, unless something is radically wrong somewhere. He grows more rapidly than his clothes can be made or more than her hair can be fashioned. With the right influences and the proper environs, it is not unreasonable to expect a rapid spiritual growth, and the Intermediate B. Y. P. U. offers the opportunity to promote this spiritual growth.

2. FELLOWSHIP. In this Intermediate age, the spirit of fellowship exists in a marked degree. There is the love of organization, the "team spirit", showing up at all times. This desire for fellowship and organization can be met and fully gratified in the work of the Intermediate B. Y. P. U.

3. ACTIVITY. The young people in these Intermediate ages may appear lazy because their rapid growth makes them inert. But it is equally true that they want to be doing



something and, if physically lazy, they are not mentally so. They may not themselves know just exactly what they want to be doing, but they do want to be doing something that requires activity. They can be induced to become active in the Christian life if opportunity is given to use this characteristic in that particular realm.

4. IMPORTANCE. They are no longer children and are not to be treated as children. They are young people with a feeling of importance beyond what they have ever possessed before and beyond what they will ever possess again, for that matter. In the preaching service they sit as listeners; in the Sunday school they are taught by a teacher with here and there an opportunity to have a leading part in the proceedings and to show their feelings of importance. This characteristic can be used to good advantage in the Intermediate B. Y. P. U., and developed along the right line through the opportunities given for endeavor of various sorts.

5. SELF-CONSCIOUSNESS. In this Intermediate age the boys begin to realize themselves. They are conscious of big hands and bigger feet, of awkward appearance and two-toned voice. The girls begin to know that they are in the land of the living. They know and understand that they are being looked at by the boys and being talked about

by everybody. This self-conscious period is one through which they must pass and wisdom in dealing with these young people at this time is of incalculable value. The various workings of the Intermediate B. Y. P. U. afford valuable help in carrying them safely through this self-conscious period; it provides for the accomplishment of the greatest usefulness through their abilities.

### NEEDS TO BE MET

1. NEED OF EXPRESSION. Members of the Intermediate department of the B. Y. P. U. need something more than admonition. It is not enough to tell them to get out and do something for their Lord, and in the interests of the church. They need to be shown how to do it, and given opportunity to express themselves in the actual doing of the thing. The reason why our churches are filled with folks who are of no account in the kingdom is because they have never learned to give expression to their gifts as Christians.

2. NEED OF SERVICE. More converts are brought into the church from the Sunday school during these ages than any other, though many may have been converted at an earlier age. They come with their hearts overflowing and souls stirring in the desire to do something for their Saviour and King.



But what can a boy or girl of fourteen do in the church? There is practically no field of service except in the Intermediate Department of the B. Y. P. U. Here is opportunity for them to put this love and this desire into action and to be trained at once for better service in the future church life.

3. NEED OF SOCIETY. "We are members one of another" can be truly said of those in the Intermediate B. Y. P. U. Young people of this age need the society of other young people and they simply will have it. The need can be met by the church and must be, else the young people will look for their social life to the high school fraternity, or the social set, or somewhere else that is not so good.

## CHAPTER IV

### HOW TO ORGANIZE

#### WHO MAY START THE WORK

1. ANY INDIVIDUAL MEMBER OF THE CHURCH. A young man or woman, a deacon, any member of the church. A young lady came up to a B. Y. P. U. training school and caught a vision of Intermediate possibilities. She went home and immediately set influences in motion that resulted in the Intermediate department of the B. Y. P. U. with most gratifying success in its work.

2. THE PASTOR. The Intermediate department of the B. Y. P. U. is, in the majority of cases, started by the pastor of the church. He has found it good in another church either through experience or observation, and there comes the desire for the same blessing for the young people and for his church.

3. THE SENIOR DEPARTMENT OF THE B. Y. P. U. This is not infrequently the starting point. The members here recognize a need



and see that something must be done to reach and utilize the unreached crowd of Intermediate age, something that they are unable to do in the Senior department in the best way; so they set the thing in motion, and an Intermediate department of the B. Y. P. U. is started.

### HOW IS THE WORK STARTED?

1. ENLIST THE PASTOR. If he not already enlisted and heartily in favor of the Intermediate work, strive to win him. The support of the pastor means no little in the beginning days and throughout the life of the Intermediate department of the B. Y. P. U.

2. SECURE CO-OPERATION OF THE CHURCH. There is little or no opposition in these good days to the work among the young people as done in the B. Y. P. U. But there is a spirit of actual indifference toward the work and a failure to recognize its true worth and value. This can be overcome in most cases.

a. Have a B. Y. P. U. deacon. Many of the largest and best organized churches nowadays have one among the deacons designated as the "B. Y. P. U. deacon" whose duties are to consider the best interests of the church and the young people in their relation each to the other.

b. Have the church elect the leader. (This has already been discussed fully in chapter II.)

c. Have the church vote to pay all expenses. This act will not only secure the active co-operation of the church but is the practical and right thing to do. All expenses of the Intermediate B. Y. P. U. should be paid by the church, out of the church treasury; this leaves the B. Y. P. U. free to do its work of education and enlistment and its work of training in giving.

3. MAKE ANNOUNCEMENTS. In the church paper, if there is one; in the Sunday school; in the Senior department of the B. Y. P. U. in the preaching service.

#### 4. DO PERSONAL WORK.

a. With the young people. Set the time for organization and secure the personal consent of as many young people of Intermediate age as possible to be present at the first meeting. Appeal to their personal pride, their church pride, their desire to be better workers in the church.

b. With the parents. Enlist the interest and co-operation of the parents. There is opportunity to bring great blessing to the parents through the work of the Intermediate B. Y. P. U., and every parent should enter heartily into the idea of co-operation



in training the young people for Christ. Success or failure is often found in the interest or indifference of the parents.

CAUTION: Do not make the mistake of waiting until everything seems just right and all matters of opposition have been removed to get the work started. Neither attempt to have all matters of preparation set out in elaborate fashion before making the beginning.

### EQUIPMENT

ORDER IN ADVANCE. If possible the necessary supplies and equipment should be ordered in time to have them on hand for the meeting to organize.

1. Intermediate B. Y. P. U. Leader's Quarterly.

2. Intermediate B. Y. P. U. Quarterly.

3. President's Record Book (for leader).

4. President's Record Book (for president).

5. Secretary's Record Book.

6. Secretary's Blackboard.

7. Group Wall Charts—Record of Members, with stars and seals.

8. Group Captain's Record Books.

9. Group Captain's Weekly Report Cards.

10. Bible Readers' Leaflets.

11. Bible Readers' Record Cards.

12. Wall-size Standard of Excellence.

13. Intermediate B. Y. P. U. Pledge Cards.

14. Individual Report Envelopes (if the leader decides to use this envelope in securing secretary's report.) (All these B. Y. P. U. supplies can be ordered from the Baptist Sunday School Board, 161 8th Avenue, North, Nashville, Tennessee.)

### MEETING TO ORGANIZE

ANNOUNCEMENT. Announce the time and place of the meeting for organization. Strive to select the time when the largest number of young people can be present.

### SUGGESTED PROGRAM:

1. Song.
2. Prayer.
3. Song.
4. Scripture Reading, 1 Tim. 4: 12-16.

5. Object of meeting stated. The leader will make a short talk, setting forth the reason for this initial meeting and, if possible, have some one of the young people make an appeal in behalf of the work.

6. Call for active members. Explain fully the meaning of an "active" member as set forth in the suggested constitution. It is well to have a definite understanding about this point in the very beginning. Have all volunteers for membership to stand; recite to them the pledge, asking those who give assent thereto to remain standing. These will make up the charter membership.



7. Elect the president and secretary. The leader will have discovered in advance those who are probably best for these offices and can have them nominated by some one on the floor. It is best to speak in advance to the ones who are to make the nominations.

8. Adopt the constitution. (Chapter XI.)

9. Elect all officers called for in the constitution. Officers may be nominated by a nominating committee, which will include the leader.

10. Present the Standard of Excellence and have it adopted. At this first meeting is the time to set the mark at A-1, and pledge the Intermediates to bring the work up to the highest mark possible.

II. Nominate and elect group captains. The nominations can be made after consultation between the president and leader, to be voted on by the entire membership. There should be four groups, if the membership is large enough.

12. Receive associate members.

13. Select time for weekly meeting.

14. Song.

15. Leader makes announcements.

Closing prayer and adjournment.

## ORGANIZING INTO GROUPS

1. SPECIAL MEETING. At a special meeting of the leader, the officers, and the group captains the organization on the group plan will be effected.

2. DIVIDE THE MEMBERSHIP. There are several ways of doing this, but the following is the simplest and at once the most effective:

a. Select the committee chairmen. The president is chairman of the program committee; the vice-president is chairman of the membership committee; the treasurer is chairman of the missionary committee; the librarian is chairman of the instruction committee; the corresponding secretary is chairman of the social committee.

b. Put one committee chairman in each of the four groups. The president, though chairman of the program committee, does not properly belong to any one group, although his name will be placed in some one group in order to keep his record, hence the vice-president (chairman of membership committee) will be placed in group 1; the treasurer (chairman of missionary committee), in group 2; the librarian (chairman of instruction committee), in group 3; the corresponding secretary (chairman of social committee), in group 4.



c. The leader, president and group captains will assign alternately from the membership roll until a member has been secured for each and every committee in each and every group. The group captains constitute the program committee, hence there will be four committees to fill out. The vice-president, chairman of the membership committee, is in group 1 and will need a member for each of the remaining groups, 2, 3, 4; the treasurer, who is chairman of the missionary committee, is in group 2, and will need a member of the missionary committee for each of the other groups, 1, 3, 4. So also for the other two committees.

d. The leader and president and group captains will assign all the remaining members to the different groups. Care must be taken to give each group as nearly a balance with each other group as is possible. The recording secretary is placed in one group, the chorister in another, and the pianist in still another group. It is not wise to allow a mere sentiment to put several members of known strength into one group, thus leaving another group weakened thereby.

NOTE—The leader and president and each group captain will have a record book in which will be written the roll of members. Each officer and each committeeman should be designated in these record books by the

proper abbreviations. The wall-chart Record of Members should also be prepared, one for each group, to carry this complete information as to the organization.

+ RECORD OF MEMBERS GROUP NO. _____		•																				
DOING THE EDUCATIONAL WORK, 191 _____																						
ROLL OF MEMBERS	ATTENDANCE										BIBLE READING COURSE										DATE	INITIALS
	1	2	3	4	5	6	7	8	9	10	1	2	3	4	5	6	7	8	9	10		
	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○
	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○	○

### KEEP THE GROUPS WELL BALANCED

1. ASSIGN NEW MEMBERS IMPARTIALLY. The leader and the program committee should take the names of all new members and assign these to the groups that stand most greatly in need. Because the member of group 1 brings a new member, it does not follow that this new member shall be assigned to group 1. Group 1 may already have more members and strength than group 2, in which case the new member will be assigned to group 2 (or to whichever group needs the new member most). Impress the young people all along that they are workers together



and working for the better interests of the entire Intermediate B. Y. P. U., rather than for the interests of the single group.

2. REARRANGE THE GROUPS EVERY SIX MONTHS. This rule can be made more or less flexible according to the judgment of the leader. Observation and experience have proven, however, that election of officers and group captains should occur every six months with a complete rearrangement of the membership of the various groups.

#### HAVE MORE THAN ONE B. Y. P. U.

1. WHERE THERE IS A SUFFICIENT NUMBER OF DIFFERENT AGES. In churches where there are enough young people to have an Intermediate B. Y. P. U. for each of the different ages, it has been found good to organize on the age basis. Some of the very best Intermediate B. Y. P. U. work is being done in cases where the 13-14 ages are in one organization and the 15-16 in another. Or even a B. Y. P. U. for each separate age, where the membership makes this possible.

2. WHERE THERE ARE LARGE NUMBERS IN EACH GROUP. When the groups have more than twelve members it is well-nigh impossible to use all the members regularly on the program and to provide definite work for each one in other ways. Better far, provide two

or more B. Y. P. U's, each with its own officers, committees, captains and two leaders. This will mean twice as many opportunities for work and consequent development as will be possible in the one organization.

3. WHERE THERE ARE UNENLISTED YOUNG PEOPLE. There are instances where there are many young people in the church who seem indifferent to the work of the Intermediate B. Y. P. U. In such cases, a new Intermediate B. Y. P. U. can be organized to reach this particular crowd. In this way oftentimes the problem has been solved. This is neither a plea nor an excuse for masses and classes, or sets and cliques, in the church; but it is a means of ministering to a condition that too frequently exists.



## CHAPTER V

### STANDARD OF EXCELLENCE FOR INTERMEDIATE B. Y. P. U.

#### I. ORGANIZATION

1. OFFICERS. Have a Leader, who shall be an adult, elected by the church; President, Vice-President, Recording Secretary, Corresponding Secretary, Treasurer, Chorister, Librarian.

2. COMMITTEES. Program, Membership, Missionary, Instruction, Social.

3. GROUPS. The membership shall be divided into Groups of not more than ten or twelve members. Each Group shall have a Captain who shall supervise the work of the Group.

#### II. MEETINGS

1. WEEKLY MEETINGS. (1) Programs based upon the topics in the Intermediate B. Y. P. U. Quarterly. (2) An average attendance of at least three-fourths of the entire enroll-

ment. (3) At least twice per quarter each active member shall take some part on the program aside from congregational singing.

2. BUSINESS MEETINGS. (1) At least once per quarter there shall be a business meeting and each officer and each committee and the group captains shall give a written report of their work. (2) The president shall make a report at least once a year to the Church in conference.

3. SOCIAL MEETINGS. At least one social meeting shall be held in each quarter.

### III. EDUCATION

1. DAILY BIBLE READINGS. At least three-fourths of the entire membership keeping up the daily Bible readings as given in the Intermediate B. Y. P. U. Quarterly.

2. STUDY COURSE. (1) At least once per year, one-half the entire members shall take a Study Course in a text-book of the B. Y. P. U. and pass a written test. (2) At least one Sword drill per month in the weekly meeting.

3. GIVING. At least three-fourths of the active members contributing regularly to church finances according to the church plan.

The Intermediate B. Y. P. U. reaching these nine points will be recognized as A-1.



1. THE HONOR ROLL. In the B. Y. P. U. Quarterly from time to time will appear the Honor Roll of A-1 B. Y. P. U's throughout the Southern Baptist Convention.

2. THE A-1 AWARD. Each quarter when written report of A-1 work has been made to the State B. Y. P. U. secretary, the beautiful A-1 Quarterly recognition pennant will be given by the Sunday School Board of the Southern Baptist Convention.

#### THE VALUE OF THE STANDARD OF EXCELLENCE

1. DEFINITE AIM IN THE WORK. The Standard of Excellence sets a goal for the work and gives direction for reaching that goal in the easiest and best manner. It is THE DEFINITE AIM for the Intermediate B. Y. P. U.

2. DEVELOPMENT OF EVERY MEMBER. The nine points of the Standard of Excellence may be summed up in the B. Y. P. U. motto, "All Baptist Young People Utilized." The averages required are the lowest, not the highest, but each individual member should aim to become and remain 100 per cent in every requirement.

3. DIRECTS EFFORTS INTO THE CHURCH. Through the requirements of the Standard of Excellence the young people are impressed with the idea of their work being done through church channels, to magnify the church, in their giving as in their every ef-

fort. The church is the organization through which Jesus does His work here in the world, and the B. Y. P. U. is a service of the church, training for service in the church.

#### DIFFERS FROM SENIOR STANDARD

The Standard of Excellence for the Intermediate B. Y. P. U. differs but little from that of the Senior B. Y. P. U. In fact, the workings of Intermediate and Senior B. Y. P. U. are nearly alike, with a point of adaptation here and there to meet the different conditions.

1. OFFICERS. The Intermediate B. Y. P. U. Standard requires a leader in addition to all the officers named in the Senior Standard.

2. WEEKLY MEETINGS. The Intermediates use the Intermediate B. Y. P. U. Quarterly instead of the Senior B. Y. P. U. Quarterly.

3. DAILY BIBLE READINGS. The Intermediates are required to follow the daily Bible readings as found in the Intermediate B. Y. P. U. Quarterly. Where the Intermediates wish to follow the Systematic Bible readings of the Senior B. Y. P. U. they cannot, by so doing, meet the requirements of the Intermediate Standard. The daily Bible readings of the Intermediate B. Y. P. U. have a direct bearing on the topics in the Quarterly, hence there is a fundamental reason for this requirement.



4. STUDY COURSE. In addition to the study class as required for the Seniors, there is the requirement for the Sword drill for the Intermediates.

## HOW TO ATTAIN THE STANDARD OF EXCELLENCE

### 1. INSPIRATIONAL:

1. Know that the Standard of Excellence is attainable by any Intermediate B. Y. P. U. in any city, town, or country church. The requirements are placed in easy reach of any B. Y. P. U. of whatever condition and environment. They do not represent the highest form of work but are set as a goal, with the hope of many reaching them and carrying their work far beyond the actual requirements.

2. Know that the Standard of Excellence has in it no requirement except that which properly belongs to an efficient Intermediate B. Y. P. U. It is possible for an Intermediate B. Y. P. U. to live and move and have its being, or to do some work of a splendid sort without measuring up to A-1; but unless all these requirements are being maintained, it is quite evident that the work is not of the well-rounded and fully efficient sort that should reasonably be expected in an Intermediate B. Y. P. U.

3. Set the Standard of Excellence as the ambition of the Intermediate B. Y. P. U. member. The leader and the president may well strive to inspire each Intermediate with the idea of doing the best work and of being satisfied with nothing short of a place on the Honor Roll among the other A-1 Intermediates of the South.

## 2. PRACTICAL:

1. Secure a large wall-size chart of the Standard of Excellence, and place it in easy view of all the Intermediates. This can be obtained from the Sunday School Board, or from the State B. Y. P. U. Secretary.

2. Vote to adopt the Standard, and set a definite time for becoming A-1.

3. Check off all points already reached, and begin working definitely and diligently to reach points not yet attained.

4. At each meeting check up and report progress being made toward A-1, until every requirement has been fully met.

5. Report to the State B. Y. P. U. Secretary; or, if your State has none, to the Sunday School Board, at Nashville, Tenn.

6. Apply for the beautiful A-1 pennant awarded by the Sunday School Board.



## CHAPTER VI

### OFFICERS—COMMITTEES—CAPTAINS

#### OFFICERS

THE PASTOR. The pastor of the church is the pastor of the Intermediate Department of the B. Y. P. U., the training service of the church. He should be given recognition by the Intermediate B. Y. P. U. at all times, as the God-given leader of the church. It is no less true that the pastor has duties as touching the Intermediate B. Y. P. U.

#### I. SHOULD RECOGNIZE THE INTERMEDIATES

“Our pastor does not even know we are in the land of the living,” was the expression of one Intermediate B. Y. P. U. member, but that is the exception. The pastor should recognize the Intermediates and their work.

1. MENTION THEM IN DIFFERENT WAYS. Mention them in the announcements; mention them in the prayer; mention them in the church paper; mention them in the pastoral

visits to the homes of the parents. These ways can all be used easily and to good advantage by the pastor.

2. GIVE THEM SOME SPECIAL WORK TO DO. One pastor called upon the Intermediates to deliver letters from his office to the members of the congregation. There were some four hundred letters, saving \$8.00 in postage, besides giving recognition to the Intermediates. The choir from the Intermediate B. Y. P. U. can be used to good effect in the preaching service, at times.

## II. SHOULD ENCOURAGE THE INTERMEDIATES

1. BY MEETING WITH THEM. It is not necessary, nor even possible for the pastor to meet each Sunday with the Intermediates, or be with them each month at their business meeting. The many duties of the pastor call him to other places of importance, but the pastor should come among the Intermediates often enough to have them know his sympathy and love for them. His presence in the meeting should encourage them as nothing else can do. If it has another effect, then something is surely wrong, either with the pastor or the Intermediates, and steps should be taken to remedy such a condition.

2. BY SPEAKING PERSONALLY TO THEM. A word fitly spoken and at the right time, has value of immeasurable reach. This Inter-



mediate led in prayer, that one made a talk in the meeting, another showed skill in the Sword drill—a word to each of these means but little for the pastor, but, oh, so much for the Intermediates in their progress.

3. DESIGNATE SPECIAL SEATS FOR THEM. It is an inspiring sight to see the Intermediates march in a body into the portion of the auditorium reserved for them at the preaching service—inspiring to the pastor, the people in the congregation, and to the Intermediates.

### THE LEADER

(See discussion in chapter on the Leader.)

### THE PRESIDENT

I. PREPARES FOR THE WORK. First among the duties of the president is the work of preparation—learning from the Intermediate B. Y. P. U. Manual his duties—studying about the things he is expected to do and how to do those things.

II. PRESIDES AT THE MEETINGS. At the weekly meeting, the monthly program-planning meeting, the officers' council, the quarterly business meeting—at all meetings of the Intermediate B. Y. P. U.—the president is the presiding officer. Always prompt—to begin on time, to run on time, to close on time.

III. PLANS FOR THE WORK. Always planning in fullest co-operation with the leader of the Intermediate B. Y. P. U.

1. In the officers' council. Once a month, in connection with the program-planning meeting, is held the officers' council in which, along with the leader, work of the month past is reviewed and the betterment of the work for the month to come is considered.

2. With the program committee. The president is chairman of the program committee with the following duties:

a. Meets once a month. A fixed date—around the 20th of the month—should be given to the program-planning meeting, when the president and group captains, who constitute the program committee, meet with the leader and the chorister and the chairman of the missionary committee for the specific and express purpose of planning the programs for the following month.

b. Plans the programs. In this program-planning meeting the program is planned in a manner like this:

(1) Assign topics to group captains. One topic for each Sunday in the following month will be assigned to a group captain, who will become directly and solely responsible for that topic, except that the missionary topic is not assigned to any one group captain; an



assortment of members from the various groups are selected to render the missionary topic.

(2) Arrange all details.

(a) The missionary program. The chairman of the missionary committee, along with the members of the program committee, will arrange all details of the missionary program—selecting the leader for the meeting, assigning parts to individual members, arranging for special music and all songs through the chorister.

(b) The group programs. The program committee will plan each and every topic in detail for the next month, arranging to use every member of the group in some way on the program, with the chorister present to select the songs and arrange for special music.

(3) Make several copies of each program. With a typewriter and carbon paper, several copies of each program should be made—one each for the leader, the president, the captain, the leader of the meeting and the secretary. One copy can be cut into strips to be given out to the individual members who are to have part on the program.

(4) Notify the members. Each captain will notify each member of the part they are to have on the program. This should be done

at least ten days or two weeks before the program is to be rendered. A few days after this first notice, the captain should call up the members to know if they are at work on their parts. Each captain should also know before the opening of the meeting if any members of the group will be unable to come and render their part.

### THE VICE-PRESIDENT

Two definite and specific duties belong to the vice-president.

I. PRESIDES FOR THE PRESIDENT. The wise president frequently calls on the vice-president to preside (even when the president is present in the meeting,) but in the absence of the president, the vice-president has all the duties and obligations, all the responsibilities and privileges of the president.

II. IS CHAIRMAN OF THE MEMBERSHIP COMMITTEE. Here is a work of no small importance—the work of building up and maintaining the membership of the Intermediate B. Y. P. U.

#### 1. To win new members.

a. Find out the prospective members. In the church roll, in the Intermediate department of the Sunday school, in the church con-



gregation, will be found those who are not in the Intermediate B. Y. P. U., but who should be gotten into this work.

b. Assign to committeemen names of prospects. Each member of the membership committee should be given a certain number of these prospective members and asked to see them personally. (Allow members of the committee to choose the names they prefer to have on their lists.) If one member of the committee fails to enlist all the prospects so assigned, give the names of the unenlisted to another member of the committee; keep on trying until these prospects have all become members of the Intermediate B. Y. P. U.

c. Present names at weekly meeting. New members should be received in the first period of the weekly meeting and all names for membership should be presented by the vice-president, chairman of the membership committee. Present names of new members at the first meeting after they have agreed to join and receive these in such manner as to indicate gladness on the part of the membership of the B. Y. P. U. in their coming.

## 2. To bring back absentees.

a. Visit them personally. A letter is good, a phone call is better, but a personal visit with a face-to-face talk is best of all.

b. Visit them smilingly. A smile will come nearer bringing back the absentee than will a frown with a reminder of a "rule of the B. Y. P. U." A smile even over the telephone, has far greater value than a frown, so be sure to visit these absentees with a smile.

c. Visit them lovingly. "We miss you" are the magic words. When an absentee is told over and over again, "we love you and we miss you when you are not there," well, this self-same absentee is mighty apt to want to come back.

### THE SECRETARY

The duty of the secretary is to keep the records straight. Good records mean good work, and poor records mean poor work, so the duty of the secretary is an all-important one and of tremendous value.

I. IN THE BLACKBOARD REPORT. There are three steps in securing and giving this blackboard report of the secretary.

1. Captains secure individual reports. These reports from the individual members of the groups may be secured in one of two ways:

a. Through a committee man in each group. This is the best way, as it not only avoids confusion, but also keeps each and every committee man in each group alive to the fact that there are duties for him to per-



form and that a report on the performance of these duties will be required each week. The missionary committeeman reports the number who are regular contributors to the finances of the church; the membership committeeman reports number of absentees; the instruction committeeman reports number doing daily Bible readings and number who have taken study course.

b. Through the individual envelopes. Where there is preference for the individual envelopes, these can be used. The envelopes are given out to each member by the group captains as these members come into the room. The information called for on the envelopes is exactly the same as that given in the weekly report card of the group captain and on the secretary's blackboard, and these cards are filled out with the proper information by each individual member of the group and then returned to the group captain.

NOTE—The members of each group should sit together; the group rendering the program occupying seats facing the audience. This will make for ease in securing the group captain's report and is the better plan for various reasons.

2. Captains carry reports to secretary. After securing the individual reports of their groups, the captains will fill out the card for that purpose and which corresponds exactly

with the secretary's blackboard; at the call of the president they will carry these reports up to the secretary, who remains seated at the secretary's table.

### WEEKLY REPORT OF GROUP CAPTAIN

B. Y. P. U. No. ....	Group .....
Number Enrolled .....	
Number Present .....	
Number Absent .....	
New Members .....	
Daily Bible Readers .....	
Study Course .....	
Systematic Proportionate Givers .....	
Visitors Present .....	
Signed .....	
Group Captain.	
Date .....192..	

3. Secretary puts reports on blackboard. Each group captain's report will be put on the blackboard with a total made up for the entire number. These group reports are read, one by one, and the totals announced by the secretary when the president calls for the secretary's report. The secretary's report should be read from the blackboard in the opening period of the weekly meeting and not in the closing period.



## WEEKLY REPORT—FOR THE BLACKBOARD

Date .....	Group 1	Group 2	Group 3	Group 4	Total
Members Enrolled					
No. Present					
No. Absent					
No. New Members					
No. Taking B. R. Course					
No. Taking Study Course					
Syn. and Pro. Givers					
Offering					
Visitors Present					

II. IN THE SECRETARY'S BOOK. This record book for the B. Y. P. U. was arranged by Mr. Arthur Flake and carries ample space for keeping all records: membership by group, attendance, minutes of business meetings, weekly report of group captains. This black-board report is transferred by the secretary to the record book for permanent record. The group captains will also hand in their record books to the secretary at least once a month for information and comparison.

## THE TREASURER

All expenses of the Intermediate B. Y. P. U., for literature, equipment, socials, etc., should be paid for by the church and out of the church treasury, thus relieving the B. Y. P. U. of taking any collection in the meeting.

## CHAIRMAN OF THE MISSIONARY COMMITTEE

The duties of this committee strike at a most vital, and at once most valuable, part of the work in the Intermediate B. Y. P. U.

### I. MAKE THE MISSIONARY MEETING VALUABLE

1. Meet with the program committee in the monthly program-planning meeting to arrange all the details of the monthly missionary meeting.

2. Secure and distribute mission tracts. The name of the chairman can be placed on the mailing list of the Home Mission Board of Atlanta, Georgia, and the Foreign Mission Board of Richmond, Virginia, and these will send out tracts on the Baptist mission work as they are issued.

3. Make maps and illustrations. These can be bought, but they become at once more valuable and more interesting when they are made by a member of the Intermediate B. Y. P. U. Maps to locate the Baptist mission stations in all the foreign fields.

4. Write letters to missionaries. Such letters on the far-flung battle-line, while a reply from the missionaries will bring inspiration to the Intermediates and bring a thrill with news will cheer the hearts of the missionaries



a deepening interest such as nothing else can do. Remember that weeks and sometimes months are required to send a letter and get a reply from our foreign mission fields.

## II. EDUCATE AND ENLIST IN SCRIPTURAL GIVING

1. Distribute literature. Through the pastor or from the State Mission Board secure a sufficient number of tracts setting forth the Scriptural idea and plan of giving. Give each member of the Intermediate B. Y. P. U. one. These tracts are given out through the groups by the missionary committeemen in the groups.

2. Encourage system and proportion. Organize a tithers' band and strive to have every member of the Intermediate B. Y. P. U. become a member, and to put into practice the things they have learned about God's plan of church finances.

a. Have a small account book. Keep books with the Lord, deal with Him in a manner perfectly honest and sincere.

b. Keep careful records of all receipts. This may seem ridiculous to some who have but little money, or perhaps no money at all, but in the Intermediate age is the time to

begin this all-important work. Every cent that comes in, from whatever source, should be credited in this little book.

c. Have a fixed proportion of giving. At least a tenth of all receipts should be credited to the Lord's account and given regularly to the Lord's work.

d. Show where every offering goes. This little account book should carry a permanent record of gifts to whatever purpose in the work of the Lord. One of the greatest givers in all the land has his little book which shows where he gave two cents in the far-away past for missionary work in the city of New York, which city he probably never hoped to see in his life.

3. Enlist in every offering of the church. An Intermediate of thirteen years who is a member of the church has the same right and the same duty to support the financial interests of the church as any older member. It is entirely wrong, both in precept and practice, for the father of the family to give all the offering for the entire family.

a. For current expenses. If the expenses of the Intermediate B. Y. P. U. are paid out of the church treasury, there will be no collections of any sort taken in the meeting of the Intermediates. All the money that they have to give will be given into the church treasury, to help in carrying on all the affairs of the church.



b. For denominational enterprises. Every offering made by the church to the various interests of the denomination should carry an offering from every member of the Intermediate B. Y. P. U. It is better far that one should give five cents to each of a dozen of the different interests, than to give sixty cents to one and ignore the others entirely.

c. For extra offerings. Paul says, "increasingly more as the Lord prospers," which means the grace of giving should be cultivated and carried beyond the mere tenth; free-will offerings are ever and always sure to be helpful, both in the gift and to the giver.

### SOME RESULTS

1. THERE WILL BE IMMEDIATE RESULTS. Even the results in actual cash received have been seen in those churches which have paid all the expenses of the Intermediate B. Y. P. U., and thus left the B. Y. P. U. free to do its work of education and enlistment in Scriptural giving.

2. FUTURE RESULTS WILL BE IMMEASURABLE. In the Intermediate age is the time for education and enlistment, not later years. These Intermediates properly taught and trained in Scriptural giving will enlarge the receipts of the church treasury in increasing amounts when they become men and women of large money-making ability. They will carry with them the principles learned back in the habit-forming period of life.

3. THE SUCCESS OF OUR DENOMINATIONAL ENTERPRISES WILL BE ASSURED. The coming days will see men and women who give regularly, conscientiously and Scripturally. God's plans mean success in God's work financially, as in other things.

A practical suggestion. Put the budget system into the church. Even the Intermediates can start an influence for this system. As a means to this end, the Duplex Envelope System has been found good. It is recommended by the Home Mission Board, the Foreign Mission Board and the Laymen's Missionary Movement. Supplies can be secured from the Sunday School Board, Nashville, Tenn.

<div style="display: flex; justify-content: space-between; font-size: 1.2em; font-weight: bold;"> <span>463</span> <span>JAN 4TH SUN</span> </div> <p style="text-align: center; margin-top: 5px;">Weekly Offering</p> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 10px;"> <div style="text-align: left;"> <p><b>CHURCH EXPENSES</b> Including Pastor's Salary</p> <p style="font-size: 1.1em; font-weight: bold; margin-top: 10px;">Baptist Church</p> <p style="margin-top: 10px;">NAME _____</p> </div> <div style="text-align: right;"> <p>Amt. \$ _____</p> </div> </div> <div style="margin-top: 20px; font-size: 0.8em;"> <p>Please bring or send your contributions regularly. If you are absent, remember that the church expenses go on just the same.</p> <p style="text-align: center; font-weight: bold;">THIS IS FOR OURSELVES</p> <p style="text-align: center; font-size: 0.7em;">PAT. SUPPLIED FOR</p> </div>	<div style="display: flex; justify-content: space-between; font-size: 1.2em; font-weight: bold;"> <span>JAN 4TH SUN</span> <span>463</span> </div> <p style="text-align: center; margin-top: 5px;">Weekly Offering</p> <div style="display: flex; justify-content: space-between; align-items: center; margin-top: 10px;"> <div style="text-align: left;"> <p><b>Missions and Other Benevolences</b></p> <p>_____ \$ _____</p> <p>_____ \$ _____</p> <p>_____ \$ _____</p> <p style="margin-top: 5px;">Total, - - \$ _____</p> </div> <div style="text-align: right;"> <p>NAME _____</p> </div> </div> <div style="margin-top: 20px; font-size: 0.8em;"> <p>If you wish to divide your offering among special causes, indicate the causes and the amount of each in the spaces provided above; otherwise it will be distributed according to the instructions of this church.</p> <p style="text-align: center; font-weight: bold;">THIS IS FOR OTHERS</p> <p style="text-align: center; font-size: 0.7em;">PAT. SUPPLIED FOR</p> </div>
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## CHAPTER VII

### OFFICERS—COMMITTEES—CAPTAINS (Continued).

#### THE LIBRARIAN

I. HANDLES THE LITERATURE. In many Intermediate B. Y. P. U.'s the literature is allowed to be neglected, and it is well-nigh impossible for anything needed to be found even after a most diligent search. The librarian is the custodian of all literature.

1. Orders from the Sunday School Board or receives from the one who does order the supplies. The librarian should see that an adequate supply of needed literature is on hand at all times and that the order is sent to the Board several weeks before the beginning of the quarter for which the literature is needed. Do not WAIT UNTIL THE LAST WEEK OF THE QUARTER. Order early to be sure and get the supplies in time for the program-planning meeting, and also to

help the mail order department at Nashville, which is always rushed with orders during the last days of the quarter.

2. Distributes to the group captains. Each group captain should receive a supply of Intermediate B. Y. P. U. Quarterlies and Bible readers' leaflets and daily record cards, and other necessary things for each and every member in the group, and for carrying on all work related to the group.

## II. HANDLES THE BOOKS.

1. Secures books for the library. Through a book shower or member-to-member canvass of the church, many good books can be secured.

2. Keeps the books in circulation. Putting good books into the hands of these young people of Intermediate age is highly important and of far-reaching value. It is also a matter of importance to see that these books are returned at the proper time and in good order.

III. HAS AN ASSORTMENT OF GOOD READING MATTER. Different members of the church will be glad to donate subscriptions to Home and Foreign Fields, the State Baptist paper, etc. Tracts on various subjects can be secured from the Sunday School Board, the Home Board and the Foreign Mission Board.



IV. CHAIRMAN OF THE INSTRUCTION COMMITTEE. The work of this committee deals with things that are fundamental in the Intermediate B. Y. P. U. and of tremendous worth.

1. DAILY BIBLE READINGS. With one member of the instruction committee in each group, the task of enlistment of all members in the daily Bible readings found in the Intermediate B. Y. P. U. Quarterly is made easier. This particular member is directly responsible for every member in that particular group, and should see each one personally, and persistently, until every member is a "Daily Bible Reader."

#### VALUE OF DAILY BIBLE READING

(a) CREATES HABIT. That which is habitual is easy, and a good habit can be formed about as easily as can a bad habit. In the Intermediate age is the time to have young people form the habit of reading the Bible every day. To set apart a portion of each day, preferably in the morning, for the reading.

(b) HELPS THE WEEKLY MEETING. The daily readings in the Intermediate B. Y. P. U. Quarterly have a direct bearing on the topic of the weekly meeting. To follow these readings from day to day is to have better preparation for the weekly meeting.

(c) **STRENGTHENS FOR SERVICE.** A worker gets help and strength from daily Bible reading that cannot be secured in any other way. This help is for the day in which the reading is done, as well as of a permanent kind that goes out into the entire future life.

(d) **GIVES KNOWLEDGE OF OBEDIENCE.** All through the Bible is the command to "study," and to "search the Scriptures." This is a privilege as well as a command, and there is satisfaction in the feeling that the will of the Master is being done.

#### HOW OF DAILY BIBLE READING

a. **USE THE LEAFLETS.** These little leaflets are supplied with three-months daily readings and of a size that can easily be placed in the Bible, where the readings for the day are always at hand without the necessity of hunting all about for the Quarterly.

b. **USE THE DAILY RECORD CARDS.** Each member of the committee is given a sufficient number of cards to supply each member of the company. The cards are given out at the beginning of each month, and collected at the end of the month. Here is the secret of success—the persistent use of the cards.

c. **USE THE RECORD OF MEMBERS.** The chairman of the committee will put the Record of Members, one for each group, on the



wall in easy view of everybody. Each week a small star will be given to each one who reads daily, and when the record cards have been brought in by the members of the committee at the end of the month, a large seal will be given. The Record of Members wall chart is a powerful factor in getting results.

2. STUDY COURSE IN TEXT BOOKS. At least once each year, a study course should be taken, using the Intermediate B. Y. P. U. Manual, for which the B. Y. P. U. diploma is given, or another book in the regular B. Y. P. U. study course list for which a seal is given to be placed on the B. Y. P. U. diploma. The members of the instruction committee should strive to have every member of the group take the study course. In fact, the Intermediate B. Y. P. U. Manual ought to be studied by the officers and committeemen and group captains when they come into office.

V. LEADER OF THE SWORD DRILL. The Intermediate leader is responsible, of course, for the sword drill in the weekly meeting, but the leader often desires to have some one of the Intermediates conduct this drill. The chairman of the instruction committee, who is the librarian, is the logical person for this work, but at the same time care must be taken that his own practice in the sword drill is not neglected.

## THE CORRESPONDING SECRETARY

## I. ATTENDS TO ALL CORRESPONDENCE.

1. Answers all letters—promptly.
2. Writes to other workers.
3. Reports regularly to the State B. Y. P. U. Secretary.
4. Reports regularly to the B. Y. P. U. department of the Baptist paper.
5. Writes to other B. Y. P. U's when members remove to their community.

II. CHAIRMAN OF THE SOCIAL COMMITTEE. Here is a field of splendid opportunity and well nigh unlimited possibilities. Work in the various duties of the social committee may well be magnified.

1. IN THE WEEKLY MEETING. Shake hands with everyone. A hearty handshake carries more of real worth sometimes than a spoken word; it creates a good impression and an atmosphere of helpfulness. Shake hands with everyone before or after the meeting, both times will not be too many; but be sure to shake hands in the right way.

2. IN THE REGULAR SOCIAL. At least once a month socials should be held for purely social purposes; these should be arranged by the social committee. "Bright Ideas for



Entertaining," Linscott; "Ice-Breakers," Geistner; "Just for Fun," Currie, are books that are full of good suggestions for the social committee.

### CAUTION

1. HAVE EVERYONE MEET EVERYONE ELSE. Allow no monopoly of the entire time of one individual by one other individual. This may be entirely satisfactory to these two individuals, but it does not get the best results for the Intermediate B. Y. P. U. social. Some social committeemen do not allow any two to remain together more than five minutes.

2. GATHER UP THE FRAGMENTS. If the social has been held in a private home where servants are not plentiful, or in the home of the pastor, care should be taken to have as much assistance rendered as possible in cleaning up and putting things in order after the social. Whether held in the church or at home, there should nothing remain after the B. Y. P. U. social save those things which leave sweet recollections.

### THE NEED

Young people need social life. It is a God-given proclivity, and is a pre-eminent characteristic. It is useless to attempt to stifle the social impulse, but it is possible to channel it and develop it for good and for high and noble purposes.

## THE VALUE

Note two suggestions made in the SENIOR MANUAL.

1. MEMBERSHIP WILL BE STRENGTHENED. Through the efforts of the social committee some can be brought into touch with the spiritual side of the work. Those who are already in the work will be better fitted and made brighter by the social element. The violin plays the sweeter after the strings have been loosened from tension.

2. WORLDLY PLEASURES WILL BE OVERCOME. In the terse language of the street, "it is up to" the social committee to show that a person does not become blind to all the beauties of life, and dead to all the pleasures of life when he becomes a Christian. Social pleasures are possible in an atmosphere that uplifts and makes purer. It is not necessary for young people to seek the character-blighting influences of the worldly social realm in order to gratify their social desires.

Don't—don't—don't—have a "pay-social"—one of those affairs where the young people are called upon to pay the expenses of the social while there at the social, or where the social is held as a purely "money raising" business. Better far that the church pay the expenses of the social, and



the young people be taught to give their money to the Lord and for the Lord's work in the Lord's way.

### THE CHORISTER

The chorister has a big responsibility in making for the success or failure of the weekly meeting. Good singing will make an otherwise mediocre meeting carry for good results, and poor singing will often ruin an otherwise good meeting. The chorister may well understand and appreciate the responsibility that rests upon his efforts.

1. MEETS WITH THE PROGRAM COMMITTEE. In the program-planning meeting once each month is the place to select the songs for the programs of the following month. The chorister should hold this engagement to meet the program committee as a most sacred trust, and should allow nothing less than providential circumstances to prevent his being there.

2. ARRANGE FOR SPECIAL MUSIC. For the special music in the Intermediate B. Y. P. U. the chorister can find young people within its membership. Better have these young people sing the solos and duets and quartettes, and render selections on the violin and other instruments, than to call in "professionals" for such service. There is more than one perfectly good reason for this very thing.

3. SELECTS NEW SONGS. The members of the Intermediate B. Y. P. U. should learn at least one new song a month, which may be sung in the opening period of each weekly meeting in the month. Many of the old songs, "the best in the world," are new (in fact, entirely unknown) to the young people of this day and generation.

### THE CAPTAINS

The group captains have general oversight of the work in their respective groups and are responsible for all the work of their groups, of whatever character. As a general rule, the group reflects the character of the captain; a good group means a good captain, and a poor group means a poor captain, although there have been cases of good captains with poor-working groups.

1. ASSIGN NEW MEMBERS TO THEIR GROUPS. Each new member shall be assigned to that group which is decided on by the leader and the president and the group captains. This is better than to put new members into the group through whose influence these new members were brought, simply because of that fact. In this way the groups can be kept well-balanced, and also the young people are trained in the B. Y. P. U. spirit of "unselfishness." The members of group 3 are



not working merely for the interests of group 3; they are working for the best interests of the entire Intermediate B. Y. P. U.

## II. DEVELOP EVERY MEMBER IN THE GROUP.

1. THROUGH THE WORK OF THE COMMITTEES. Each committee should have one member in each group, and through these the captains should work to best advantage. Each committeeman should perform all the duties of that committee, and the captain should see that these duties are performed. This means development of these committeemen as well as development for all the individual members of the group through their efforts.

2. THROUGH THE PROGRAM OF THE WEEKLY MEETING. The group captains should plan definitely to use each and every member of the entire group, except the unconverted ones, on the program each time the group has charge of the program, either in Scripture reading, special music, a part in the discussion or otherwise.

3. THROUGH THE DAILY BIBLE READINGS. No part of the entire work will show for better results in the general life of the individual member as well as in the life of the B. Y. P. U. than the daily Bible readings. The captain should assist the instruction committeeman in every way possible, to enlist each member of the group in these daily Bible readings.

4. THROUGH THE SOCIAL LIFE. See that each and every member is given the same social opportunities, that no one is neglected and that no other one is more highly favored, and that the social life is magnified through all the offered ways. Especially may the group captain see that each member has a way to get to the weekly meeting and home from the evening preaching service.

III. SERVE ON THE PROGRAM COMMITTEE. The group captains constitute the program committee, with the president as chairman. This committee has not only to plan the programs regularly each month in the program-planning meeting, but to help in every way possible to make the weekly meeting a success, by having constant interest and general oversight in the meeting.

### LIEUTENANTS

A member of the membership committee in each group may be called the lieutenant, who will perform all the duties of the captain during the latter's absence. The work in the group should never be allowed to suffer because of the absence of any member, even if that member be the group captain himself.



## CHAPTER VIII

### MEETINGS

#### TIME

One hour before the preaching service Sunday evening. One good reason for this time is found in the preparation that a good spiritual meeting gives to the young people for the preaching service that follows. Such a time also allows opportunity for doing some personal work before the evening preaching service. If a majority of the young people desire another hour, it is well to give that hour a trial. The hour preceding the preaching has been found most satisfactory in well nigh every case.

#### PLACE—A ROOM IN THE CHURCH HOUSE

1. Separate. If a separate room from the main auditorium is not available, stretch a wire across a certain section and provide a curtain of some light material to hang from

this wire by rings. This will give the needed privacy and freedom from interruption while the meeting is in progress. The curtain can be pushed back or thrown over the wire to be out of the way later.

2. Attractive. Make the place attractive. allow the young people to put up banners, maps, pennants, etc. Some of the members may be enlisted by having them display their taste and ability in decorating the walls of the B. Y. P. U. room.

### TOPICS

Those furnished in the Intermediate B. Y. P. U. Quarterly. These are arranged by people who know the needs of the Intermediates, and with a view to meeting these needs in the best sort of way. The daily Bible readings find their culmination in these topics, and suggestions are given for practical help. It is not calculated that a pastor, with his many other duties, will be able to find time to produce a scheme of topics that meet the requirements as well as do these offered in the Intermediate B. Y. P. U. Quarterly. The same may be said of the Intermediate leader and the Intermediates themselves. Better spend this time in performing another necessary duty, and accept this work that has already been done so well by people who have made such work a study for years.



## PREPARATION

1. PHYSICAL. At the monthly program-planning meeting, the leader is selected, and all details of the meeting arranged.

2. SPIRITUAL. Through daily prayer and reading the Scripture selections found in the Intermediate B. Y. P. U. Quarterly. This spiritual preparation is essential to the well being of the meeting, and should be made by every member of the Intermediate B. Y. P. U.

## PROGRAM

PERIODS. There are four separate and distinct periods in the weekly meeting, each having a definite mission. All matters of detail belong to the first period so that there shall come nothing in the closing period to dissipate the thoughts and good effects of the program given in the topic period.

### I. OPENING. PRESIDENT PRESIDING.

#### 1. Song.

2. Prayer; sentence prayers by members of the groups not on duty.

3. Business. Only business of an imperative nature should be transacted in the weekly meetings; new members received, announcements made, reports of special committees, etc.

4. Group captains bring reports to secretary.

5. Song.

6. Secretary's report read from blackboard and commented upon briefly by either secretary or president.

## II. TOPIC. GROUP CAPTAIN IN CHARGE.

1. Topic and leader announced.

2. Program rendered.

a. Every member of group.

b. Outsiders (if time permits).

III. LEADERS. INTERMEDIATE LEADER IN CHARGE. This period belongs to the leader, and is to be used for whatever purpose may be deemed wise; sword drill, if the leader wishes one; Bible work of a special nature, review of the work in general, instruction of any sort, comments upon the lesson, whatever may be the thought of the leader, this period belongs to the Intermediate leader.

## IV. CLOSING. PRESIDENT IN CHARGE.

1. Visitors recognized.

2. Song.

3. Prayer, making special mention of the pastor and the evening preaching service.

Note: A joint meeting of all the B. Y. P. U's in the church may well be held from time to time. This meeting can be the fifth



Sunday in the quarter, or such other time as may be found wise. The programs may be rendered alternately by the Seniors and the Intermediates, or by members from each.

### SOME SUGGESTIONS

1. HAVE ALL MEMBERS OF GROUP ON DUTY OCCUPY SEATS FACING THE AUDIENCE. It saves valuable time, and gives the young people opportunity to get their bearings before their time to take part comes.

2. CLOSE THE MEETING PROMPTLY. Greet the strangers, shake hands with each other, speak to an unsaved friend, go into the preaching service in a body.

### THE PROGRAM-PLANNING MEETING

TIME: About the twentieth of each month.

PLACE: The church house or some private home.

PURPOSE: To plan the programs for the next month.

PEOPLE: The pastor (when possible,) Intermediate leader, president, captains, treasurer, chorister.

## COMMITTEE MEETINGS

**TIME:** Each and every committee shall meet at least once each month. All committees may meet at the same time or at different times.

**PLACE:** The church house or a private home.

**PURPOSE:** To review the work of the committee for the past month and plan for the work for the month to come.

## THE BUSINESS MEETING

**TIME:** Once a quarter.

**PLACE:** The church house or some private home.

**PURPOSE:** To transact all detail business of the Intermediate B. Y. P. U. This includes a written report from each officer, committee chairman and group captain.

**PEOPLE:** The pastor (when possible), Intermediate leader, president, all officers, group captains, and every member of the Intermediate B. Y. P. U.

**Note:** The experience of many highly successful Intermediate leaders has shown the wisdom of having the business meeting with written reports from all officers, committee chairmen and group captains once a month instead of once a quarter. This can easily be done by having the business meeting take the place of the officers' council. See Chapter XI for copy of reports in business meeting.



## THE SOCIAL MEETING

**TIME:** At least once a month. The requirement in the Standard of Excellence is a social once a quarter, but once a month is none too often. If the young people are not given social life in the Intermediate B. Y. P. U. they will seek it elsewhere; that is certain!

**PLACE:** The church house or some private home. Many of our church houses nowadays have provision for the socials of the young people, but even in this case there are times when these self same young people prefer going to a private home for their social gatherings.

**PEOPLE:** The pastor (when possible), Intermediate leader, every member of the Intermediate B. Y. P. U. and their friends.

**PLAN:** Provide a program to include songs and games and other things of interest. But do not make the social too "programmy." Allow the young people to make their own program in a way, for this means more real enjoyment and pleasure for them. If they want to play "wink-em" and the like, don't have such a cut and dried program as to keep them from doing these very things; being careful to avoid any and all things that are at all questionable.

NOTE: See work of social committee for names of books that suggest interesting programs.

Caution: Even in those cases where the program-planning meeting and the business meeting and the social meeting are held the same evening, care must be taken to keep each one separate unto itself, and doing the work it is expected to do. The program-planning meeting is for planning the programs; the business meeting is for transacting business; the matters of the social meeting should be carried into the social meeting.



## CHAPTER IX

### SWORD DRILL

#### PLACE

THE PLACE OF THE SWORD DRILL IS IN THE WEEKLY MEETING. The leader will select such time during the meeting as may seem best. In most cases the sword drill is given five or ten minutes immediately following the topic discussion. Some leaders do not use the sword drill in every meeting, but it should be omitted only on occasions where other Bible work is done by the Intermediates.

#### PURPOSE

THE PRIMARY PURPOSE OF THE SWORD DRILL IS TO TEACH THE YOUNG PEOPLE HOW TO HANDLE THE BIBLE. To enable them to become thoroughly familiar with the location of books and chapters and verses, so that each may be found readily without loss of time and confusion. Much Scripture can be learned

through the sword drill. But the sword drill aims not so much to teach about the Bible as to teach efficiency in the use of the Bible. The Bible in the hands of many Christians is as cumbersome and unwieldy as was the sword of King Saul in the hands of the young shepherd from Bethlehem.

### LEADER

THE LEADER OF THE INTERMEDIATE B. Y. P. U. IS THE LEADER OF THE SWORD DRILL. The wise leader, however, is the one who is ever and always striving to use the Intermediates in every way possible; hence the librarian will often be called on to act as leader for the sword drill.

### PLAN

#### I. CALLS BY LEADER.

1. MASS. Each company stands with captain at head. All companies facing leader, and facing each other if possible. Companies may mass one by one or simultaneously.

2. ATTENTION. All members respond with Bible in right hand, arms at side, heels together, body erect, facing leader.

3. SALUTE. All members respond in four counts: (one) left arm raised till level with shoulder, straight out in front, palm down, arm rigid; (two) hand brought back to



breast, palm down.; (three) hand back straight out in front as in one; (four) hand brought quickly to side.

4. DRAW SWORDS. All members respond with Bibles held aloft in right hand, sharply overhead.

5. CHARGE. All members respond with Bible held immediately in front of body, level with waistline, right hand underneath the Bible, left hand resting on top of Bible. If pupils can more easily hold the Bible with the left hand and turn the pages with the right hand, they may now reverse the position of their hands.

## II. DRILL BY LEADER.

Leader announces name of timekeeper. One timekeeper may be sufficient, or one for each company. Parents or other visitors or invited guests, someone outside the groups, can be called upon to act as timekeepers.

1. Attention.
2. Salute.
3. Draw Swords.
4. Attention.
5. Charge.
6. Leader announces Scripture, (for example, Ephesians 6: 17).
7. Leader counts—one, two, three.
8. All members search for Scripture called.
9. All members who find Scripture begin to read at once.

The first one to commence reading is scored ten points by the timekeeper. The second to commence reading is scored five points. Each and every member who commences to read before the first reader has finished is scored one point, except that the second reader is always given five points. The points are credited to the company, although a record of firsts and seconds may be credited to individuals also if desired.

10. Attention. The leader calls attention as soon as the first reader has finished reading, indicating that those who are not reading can no longer search.

#### OPTIONAL PLAN

Identical with above except substitute for number 9, above. All members who find Scripture will immediately raise hand sharply above the head, holding the Bible open in other hand. (In this plan the leader will have set a time limit during which all members will search for the Scripture. When the limit has expired, the leader will call for the reading, which can be done in concert, or by some individual named by the leader).

Note: When the leader calls "attention." each and every member must bring the Bible down to side. Bible closed and held in right hand.



## SOME SUGGESTIONS

1. STRIVE TO HAVE EACH MEMBER FIND THE SCRIPTURE EACH TIME, AND TO READ WITHOUT REGARD TO ANY OTHER WHO MAY ALREADY BE READING. If only one member is allowed to find and read the Scripture, and all other members are required to cease searching when one member commences to read, the very purpose of the Sword drill, for the great majority, will be defeated. The ideal Sword drill is when every member of every company is reading the Scripture called for, even though no two members may be reading the same word at the same time.

REQUIRE THAT THE SCRIPTURE BE FOUND IN THE BIBLE AND READ FROM THE BIBLE. If a familiar passage is called for by the leader and a member begins to recite this passage from memory, it means that the search has not been made in the Bible and that the particular end aimed at in the sword drill has not yet been reached. A member may know Romans 10:10 or John 3:16 verbatim, and still be unable to locate the verse and book in the Bible without considerable delay.

3. MAKE THE SWORD DRILL FULL OF ENERGY AND SPIRIT. Allow no shirking on the part of the members of any company. Impress them with the idea that they are soldiers of the King, handling the Sword of the

Spirit, and soldiers must not shirk. The leader also must carry the drill forward with life, and allow no dragging or lack of interest.

#### 4. VALUE VARIETY.

a. Occasionally a captain or a regular member from each company may conduct the drill, or any other member may be selected by the leader.

b. Have a "master Swordsman" contest occasionally. A selected member from each group is called to the front, and these measure swords with each other. The selection may be made on merit by the leader, or by choice of the members of the different companies.

#### 5. USE DIFFERENT TYPES OF THE SWORD DRILL.

a. SCRIPTURE SEARCHING DRILL. Search is made for the particular Scripture called for by the leader. In this drill the young people are carried into every book of the Bible and become familiar with the location of them all as related to each other, and their chapters.

b. TOPICAL DRILL. *Some particular topic or word like "blood," "love," or any other can be called for, and the Intermediates required to find a verse containing this word.*



c. CHARACTER DRILL. A prominent Bible character is named and the Intermediates search out a verse with the name therein. In this case it may happen that widely different passages will be found and read by different members, unless the leader shall name some specific book and chapter.

d. DOCTRINAL DRILL. Here is a splendid opportunity to drill in finding verses setting forth the great doctrines of "sin," "grace," "atonement," etc. The particular line can be carried out at a time to teach Intermediates how to unfold the plan of salvation with the Bible in their hands.

e. UNFINISHED QUOTATION DRILL. A portion of a Scripture is announced, and the Intermediates find the verse and read the completed sentence or quotation.

f. THE LEADER'S DRILL. The resourcefulness and ability of the leader will determine the possibilities of the Sword drill. The effort must be to have a new drill from time to time, and ever-changing work. Have new drills ready when old drills are mastered, and review all drills frequently.

6. KEEP A RECORD OF RESULTS. The name of the winners may be posted on the walls of the B. Y. P. U. room from week to week, and a permanent record kept in the secretary's book.

7. GIVE PROMINENCE TO THE SWORD DRILL. Invite older members into the meeting to see the young soldiers handle the Sword. Carry the Intermediates into the Senior meeting and into the other services of the church, show forth the future warriors in the Kingdom. There is no more important nor more impressive element of Intermediate B. Y. P. U. work than the Sword drill.

8. KEEP THE SWORD DRILL IDEA WELL IN MIND. Remember that it has a specific purpose, that it performs a specific function, and do not make the mistake of allowing the Sword drill to be the only work done with the Bible in the Intermediate B. Y. P. U.

9. INSIST ON EACH MEMBER OWNING A BIBLE. There is no better investment than in a leather-bound, silk-sewed, clear print Bible. If a member cannot secure a Bible of his own through the parents or through his own resources, the leader may devise some plan to provide it. Perhaps a deacon would donate these, or the church pay for them out of the treasury. Every soldier must have a sword.

10. USE THE SWORD DRILL TO ENLIST AND HOLD MEMBERS. Boys like the military idea, and girls like military folks. The sword drill has been found, when properly used, to gain and hold the members as nothing else seems able to do.



CAUTION: Be sure to impress the young people with the thought that our Leader is Jesus, the Prince of Peace, and that they are fighters, "not against flesh and blood, but against the spiritual hosts of wickedness in high places."

### POWER AND VALUE

THE PARTICULAR POWER AND VALUE OF THE SWORD DRILL IS IN TEACHING HOW TO HANDLE THE SWORD EFFECTIVELY. In the work of the Kingdom there is nothing to take the place of the knowledge of the Bible—a working knowledge. This embraces a knowledge of the HOW as well as the WHAT. A personal worker, approaching an unsaved person, should be able to recite John 5:24, John 6:37, Acts 16:31, and others along the same line; but this same worker is clothed with far greater power if this recited verse can be shown on the printed page in the Bible, and read therefrom, with "thus saith the Lord." Ease and dexterity in handling the Sword of the Spirit are invaluable assets to the Christian worker, and these are the very things that the sword drill teaches.

## CHAPTER X

### GRADUATION

#### WHEN THEY SHOULD GRADUATE

INTERMEDIATES WHEN THEY REACH THE AGE OF SEVENTEEN SHOULD BE GRADUATED INTO THE SENIOR DEPARTMENT OF THE B. Y. P. U. This is a good rule, but cannot be made ironclad nor arbitrary. It must be left flexible to a certain degree in both directions. Some can remain in the Intermediate B. Y. P. U. until they are eighteen while others are ready to go into the Senior at sixteen. Conditions should govern at this important point, but it is not wise to allow whims and sentimental desires to outweigh judgment and the good of the work. Graduate into the Senior B. Y. P. U. as soon as it can be done wisely, the leader being the one to decide in each individual case.



## WHY THEY SHOULD GRADUATE

I. ROOM IS MADE FOR OTHER WORKERS. Younger workers are coming along who need the training offered in the different positions of leadership in the Intermediate B. Y. P. U. And these who have been trained should go forward into other work, and leave the opportunity to use these younger ones.

II. NEW LIFE IS GIVEN TO THE SENIOR B. Y. P. U. Many cases there are of Senior B. Y. P. U's which really stand in need of the fresh life and inspiration that comes with the Intermediate graduates. Scarcely can a Senior organization be found which will not be benefitted by the graduates.

III. THE INTERMEDIATES NEED TO GRADUATE. It is a mistake to allow these growing young people to remain beyond their time in the Intermediate B. Y. P. U. when the work of the Senior is just yonder, opening up new fields of activity and training, and calling them forth into growth and continued development.

## OBJECTIONS TO GRADUATION

I. "WE LOVE OUR LEADER." Loyalty and devotion to the leader can be shown in a far better way and with a more appreciative type, by willingness on the part of the Intermediate to graduate into the Senior B. Y.

P. U. The Intermediate naturally has a strong attachment for the Intermediate leader; we would not have it otherwise; but the breaking of such a tie is often necessary for the accomplishment of Kingdom purposes and the carrying out of the best Kingdom interests. Many times this condition may be corrected if the leader will point them to graduation, arouse their pride in it, and stir their ambition to become Seniors, and to do their work without the leader's help.

II. "OUR B. Y. P. U. WORK IS SO MUCH BETTER THAN THE SENIOR B. Y. P. U. WORK." This is a condition that too often exists. With the Intermediates carrying their work forward splendidly, and the Seniors barely keeping alive, the Intermediates naturally prefer to remain in the Intermediate B. Y. P. U. Show to them that they have an opportunity to render real service to the Senior B. Y. P. U. Physicians are using the blood of healthy individuals in these days to furnish strength and life-giving energy to another individual in feeble health. Even if it costs the very life of the Intermediate B. Y. P. U. to furnish strength for the Senior, why not? The spirit of the B. Y. P. U. is "unselfishness."

III. "THE SENIOR B. Y. P. U. IS MADE UP OF MEMBERS WHO ARE ENTIRELY DIFFERENT FROM OUR MEMBERS." The difference in age is quite marked; the difference in social inclinations is considerable. The differences



are such in religious life as to make it undesirable for the Intermediates to enter into the work of the Senior B. Y. P. U. along with those who now form the Senior B. Y. P. U.

This is also many times a real condition and not merely a youthful objection. In this case the objection can be overcome by having the Intermediates graduate into the Senior Department of the B. Y. P. U. and organize Senior No. 2. This plan has been tried with good results in more than one instance.

#### A THREEFOLD ADVANTAGE

The advantage of carrying these graduates into Senior No. 2 is threefold:

1. THE OBJECTION TO GRADUATION IS OVERCOME. These young folks will be willing to graduate into the Senior B. Y. P. U. when their conditions and environments remain practically unchanged.

2. UNENLISTED YOUNG PEOPLE CAN BE TOUCHED. There are probably a number of young people who should be in the B. Y. P. U. who have not been enlisted, being beyond the age and having the same objection to entering the Senior B. Y. P. U. as was advanced by these Intermediates. Such ones can be brought to Senior No. 2.

3. MORE SATISFACTORY WORK CAN BE DONE. This new Senior B. Y. P. U. will be a necessity in churches of large membership, and it is also calculated that this bunch of young folks will reach more satisfactory results by working together than is possible when working among those of wide differences in age and general inclinations.

### THE DAY OF GRADUATION

SET APART ONE CERTAIN DAY WHEN ALL SHALL GRADUATE TOGETHER. In isolated cases it may be well to graduate one alone, but it is far better to graduate them in a bunch. The special day of graduation can best be determined by local conditions. All things being equal, the last Sunday in September is the best time. This brings the graduates into the work of the Senior for a part in the activities that generally characterize the early fall, and it also sets them in line for election to different offices that may be open to them at the December business meeting. One large church selected the last Sunday in December, during the Christmas week, as the time for Intermediate graduation.



## PROGRAM FOR GRADUATION DAY

THE IDEAL TIME FOR THE GRADUATION DAY PROGRAM IS THE EVENING PREACHING HOUR OF THE CHURCH. If this cannot be secured, then use the regular hour of meeting for the B. Y. P. U. with the Seniors and Intermediates meeting in joint session.

## PREPARATION FOR GRADUATION

PREPARE FOR GRADUATION DAY WITH THE IDEA OF MAKING IT A REAL OCCASION IN THE LIFE OF THE CHURCH AND THE YOUNG PEOPLE. Keep the day constantly before the Intermediates as an epoch in their religious life. Prepare them for individual parts of the program, song and speech. Through the part rendered by the young people, the church as a whole can be shown the progress and possibilities of Intermediate B. Y. P. U. work. Advertise freely through phone calls, personal invitations, and if practicable, through neat little printed cards of invitation. Reach all the parents, all the young people in both Senior and Intermediate B. Y. P. U., all the young people who are not already enlisted in the work of the B. Y. P. U., all the leaders in different departments of church work—everybody, including the pastor.

## THE PROGRAM RENDERED

1. Ushers from both Senior and Intermediate B. Y. P. U. will have charge of handling the congregation.

2. All B. Y. P. U. members will occupy reserved seats at the front of the auditorium. Pastor, Intermediate leader and Senior president seated on the platform. Intermediate graduates form in rear of congregation, or in B. Y. P. U. room.

3. Song, "Onward, Christian Soldiers." While the entire congregation is singing this song, the Intermediate graduates march in two lines to their seats on the platform, facing the audience.

4. Program proper.

a. Opening words. Pastor tells object of the special service.

Five minutes.

b. Song: Church choir and Intermediate choir.

c. Scripture reading.

d. Prayer.

e. Words from Intermediate leader. Three minutes.

f. Special work by the graduates. Two-minute speeches by several. Song: Duet or mixed quartette.



g. Sword drill by the entire Intermediate B. Y. P. U.

h. Address and delivery of diplomas by pastor or invited speaker.

Twenty minutes.

i. Welcome from Senior president. Three minutes. If the Intermediates are graduating into a new Senior B. Y. P. U. this time can be taken by one of the graduates, outlining the purposes for the future.

j. Song, "Blest be the Tie that Binds."

k. Benediction.

## CHAPTER XI

### ADDENDA

#### SUGGESTED CONSTITUTION FOR AN INTERMEDIATE BAPTIST YOUNG PEOPLES' UNION.

##### ARTICLE I. NAME

The name of this organization shall be the Intermediate Department of the Baptist Young People's Union of the———Baptist Church.

##### ARTICLE II. OBJECT

The object of the Intermediate Department of the Baptist Young People's Union shall be to deepen the spirituality of young Christians; to instruct them in the privileges of Christian life; to train them for the duties of church membership; to engage them in daily Bible reading; to educate them in systematic proportionate giving; to enlist them in all forms of Christian service in the church and through existing denominational organizations; to graduate them into the Senior Department of the Baptist Young People's Union.



### ARTICLE III. MEMBERSHIP

Section 1. The membership shall consist of three classes: Active, Associate, and Honorary.

Section. 2. The Active membership shall consist of all boys and girls between the ages of thirteen and sixteen inclusive, who are members of a Baptist Church, elected by a majority vote of members present at any regular meeting.

Section 3. The Associate membership shall consist of boys and girls between the ages of thirteen and sixteen inclusive, who are not members of a Baptist Church but have been elected by a majority vote of the members present at any regular meeting after they shall have been approved by the leader. Such members shall be welcome to all the privileges of the Intermediate B. Y. P. U., except those of voting and holding office.

Section 4. Honorary members may be elected at the pleasure of the Intermediate B. Y. P. U. upon proper motion and second.

### ARTICLE IV. OFFICERS

The officers shall be a Leader, who shall be an adult, a President, Vice-president, Recording Secretary, Corresponding Secretary, Treasurer, Chorister, Librarian and Pianist. The Leader shall be elected by the church.

The other officers shall be elected annually, or semi-annually, and shall perform the duties usually appertaining to such offices.

## ARTICLE V. COMMITTEES

Section 1. There shall be five committees, who shall be appointed by the leader, president and the group captains and approved by the Intermediate B. Y. P. U.

Section 2. Membership. To bring in new members; to look after absentees; to encourage attendance upon all meetings; to interest the young church members in the Intermediate B. Y. P. U.

Section 3. Instructions. To enlist all members of the Intermediate B. Y. P. U. in daily Bible readings.

Section 4. Program. To help the leader plan for the weekly meetings, using the topics in the Intermediate B. Y. P. U. Quarterly.

Section 5. Missionary. To educate and enlist the members of the Intermediate B. Y. P. U. in the Scriptural idea and plan of giving; to assist the leader in making the monthly missionary meeting a success.

Section 6. Social. To meet and welcome strangers and members before and after the weekly meetings. To provide for social meetings at appropriate times.



## ARTICLE VI. REPORTS

All officers and committees shall render written reports to the Intermediate B. Y. P. U. at least once each quarter. The president shall make regular reports to the church in conference at least once a year.

## ARTICLE VII. MEETINGS

The Intermediate B. Y. P. U. shall hold weekly meetings for worship, instruction and training, using as a basis the topics in the Intermediate B. Y. P. U. Quarterly. Business meetings shall be held at least once each quarter. Social meetings shall be held at least once each quarter.

## ARTICLE VIII. GROUPS

The Intermediate B. Y. P. U. shall be divided into groups of not more than ten or twelve members each. The groups shall be numbered 1, 2, 3, 4, and each group shall have a captain and a lieutenant.

## ARTICLE IX. AMENDMENTS

This constitution may be amended at any business meeting by a two-thirds vote of those present and voting.

## ADDENDA

## BUSINESS MEETING REPORTS

Each officer and each committee and each group captain is required to render a written report at a regular business meeting held at some time other than at a regular weekly meeting of the Intermediate B. Y. P. U. Here are the reports originated by Miss Mabel Elrod, Leader-General of Intermediate and Junior B. Y. P. U. work in Gaston Avenue Baptist Church, Dallas, and used by the B. Y. P. U. workers of many other churches.

## REPORT OF PRESIDENT—PROGRAM COMMITTEE

-----Intermediate B. Y. P. U.

-----Baptist Church.

Program-Planning Meetings -----

When -----

Where -----

Attendance -----

Phone Calls -----

Letters-Cards -----

Visits -----

General Work -----

(Here give a general survey of the entire work of the B.Y.P.U. and also report all things that have been done to promote the work of the B. Y.P.U)



REPORT OF VICE-PRESIDENT---MEMBERSHIP  
COMMITTEE

----- Intermediate B.Y.P.U  
----- Baptist Church.

No. of times presided -----

New members during month -----

Absentees during month -----

Work done (for)                      New Mem.      Absentees

Phone Calls---

By Chairman                      .   .   .   -----

Group 1                      .   .   .   .   .   -----

Group 2                      .   .   .   .   .   -----

Group 3                      .   .   .   .   .   -----

Group 4                      .   .   .   .   .   -----

Total                      .   .   .   .   .   -----

Letters and Cards written---

By Chairman                      .   .   .   -----

Group 1                      .   .   .   .   .   -----

Group 2                      .   .   .   .   .   -----

Group 3                      .   .   .   .   .   -----

Group 4                      .   .   .   .   .   -----

Total                      .   .   .   .   .   -----

Personal Visits---

By Chairman                      .   .   .   -----

Group 1                      .   .   .   .   .   -----

Group 2                      .   .   .   .   .   -----

Group 3                      .   .   .   .   .   -----

Group 4                      .   .   .   .   .   -----

Total                      .   .   .   .   .   -----

(Chairman is in group 1 and responsible for  
the work of that group. While his work is re-  
ported as a separate item, it is added to the  
total of Group 1.)

Committee Meetings held -----

## REPORT OF RECORDING SECRETARY

----- Intermediate B.Y.P.U.  
----- Baptist Church.

Percentages—by Sundays:

	1st	2nd	3rd	4th	5th
Attendance . . .	----	----	----	----	----
Bible Readers .	----	----	----	----	----
Total Percentages			Month	Quarter	
Attendance . . . . .	-----				-----
Bible Readers . . . . .	-----				-----
Givers . . . . .	-----				-----
Study Course . . . . .	-----				-----
Business Meetings	-----				
Attendance	-----				
No. on roll last month	-----				
New Members this month	-----				
Total Present Enrollment	-----				

(Percentages of Study Course are based on enrollment at time Study Course was held.)

## REPORT OF MISSIONARY COMMITTEE

----- Intermediate B.Y.P.U.  
----- Baptist Church.

No. Members: Active -----; Associate -----  
 Sys. and Pro. Givers -----  
 Tithers -----  
 Visits to the sick -----  
 (Give details.)  
 Visits in Christ's name -----  
 (This includes any and all visits that are made outside of those actually confined to the home by sickness.)  
 Missionary programs -----  
 Committee meetings -----  
 Other work not mentioned above -----



REPORT OF LIBRARIAN—INSTRUCTION COMMITTEE

----- Intermediate B.Y.P.U  
----- Baptist Church.

No. Reading Bible Daily -----

Phone calls made—

By Chairman . . . . . -----

Group 1 . . . . . -----

Group 2 . . . . . -----

Group 3 . . . . . -----

Group 4 . . . . . -----

Total . . . . . -----

Give particulars of other attempts made to  
enlist in Daily Bible Readings -----

No. of Sword drills during month -----

Master Swordsman (Name) -- -----

No. Taking Study Course -----

Books in Library -----

Circulated during month -----

Tracts and literature distributed -----

Members taking State Baptist paper -----

No. of Committee Meetings held -----

(Chairman is in group 3 and responsible for  
work of group 3. Work is reported as sepa-  
rate item but is added to total of group 3.)

REPORT OF CORRESPONDING SECRETARY—SOCIAL  
COMMITTEE

----- Intermediate B.Y.P.U  
----- Baptist Church.

Cards and letters written in general interest  
of the B.Y.P.U. -----

Reports to State B.Y.P.U. Secretary -----

Reports to State Baptist paper -----

No. of socials given -----

(Give particulars of all parties, whether in-  
door, picnics or hikes, etc.)

No. of Committee meetings held -----

REPORT OF GROUP CAPTAIN—GROUP -----

----- Intermediate B.Y.P.U  
----- Baptist Church.

For the month of -----

Enrolled last month -----

New members this month -----

Total present enrollment -----

Attendance—by Sundays:

	1st	2nd	3rd	4th	5th
-----	-----	-----	-----	-----	-----
(Name)					
-----	-----	-----	-----	-----	-----
(Name)					
-----	-----	-----	-----	-----	-----
(Name)					

Total per cent -----

Bible Readers—by Sundays

	1st	2nd	3rd	4th	5th
-----	-----	-----	-----	-----	-----
(Name)					
-----	-----	-----	-----	-----	-----
(Name)					
-----	-----	-----	-----	-----	-----
(Name)					

Total per cent -----

Systematic and Proportionate Givers

-----	
(Name)	
-----	
(Name)	

Total per cent -----

Program-planning meetings -----

Number of group present -----

No. taking part on program -----

Special programs -----

(If failures give specific reasons therefor.)

Paperless programs -----



## CITY B. Y. P. U. WORK

In those places where several local B. Y. P. U.'s can meet together at stated intervals, it is possible and desirable to organize a City B. Y. P. U.

### SEPARATE CITY B. Y. P. U.

In some of the larger cities, where there are many local B. Y. P. U.'s, the plan of having an Intermediate City B. Y. P. U. and a Senior City B. Y. P. U. meeting separately and doing their work independently of each other, has been found to work well, with fine results.

### JOINT CITY B. Y. P. U.

The majority of City B. Y. P. U.'s are embracing Intermediate and Senior B. Y. P. U.'s in their work, and recognize each on an equal basis.

### PURPOSE.

1. To organize a B. Y. P. U. in every local church.
2. To revivify and strengthen each local B. Y. P. U.

### PLAN.

#### 1. VISIT LOCAL CHURCHES.

(a) The Field Secretary. This officer is elected by the City B. Y. P. U. and visits the

different churches and B. Y. P. U's to assist in organizing and stimulating in any way possible.

(b) The Local Workers. A Junior B. Y. P. U. can arrange to visit a church or another local Junior B. Y. P. U. in a body, to put on a program, and present the work in a way that is calculated to interest and enlist.

2. HOLD REGULAR MEETINGS. Once a month is best, meeting alternately with the different local churches of the city, with just as many from the different local B. Y. P. U's as it is possible to bring there.

## PROGRAM.

1. HAVE A DEFINITE AIM. The program at each meeting should deal with some definite feature of B. Y. P. U. work, and the entire month following can be devoted to the business of following up the effects of the meeting. One City B. Y. P. U. decided that at the January meeting every local B. Y. P. U. would be induced to reach A-1 in the Standard of Excellence. One requirement was taken up and considered at each monthly meeting, with the result that at the November meeting each and every B. Y. P. U. in the city reported A-1, with every requirement of the Standard met and maintained.



2. DEVELOP THE LOCAL WORKERS. It is good to bring in an outside speaker at times for an inspirational address, but the finest results and the largest inspiration come from the use on the program of young people who are actually doing the work in the local B. Y. P. U's. A young man from that Intermediate which has been successful in building up the membership, can be put on the program to discuss "How to Get New Members and How to Hold them."

3. HOLD SOCIAL MEETINGS. The social feature should play a prominent part in each of the monthly meetings, but annually or semi-annually, or even quarterly, hold a meeting which shall be known as the "Social Meeting," with program and refreshments.

4. HAVE AN ANNUAL B. Y. P. U. TRAINING SCHOOL. The splendid results coming from such schools far more than justify the time and expense involved. With study classes in B. Y. P. U. text-books, B. Y. P. U. addresses, "show-you-how" B. Y. P. U. work and lunch served each evening for five days, the reach for good is incalculable.

## CHAPTER XII

### QUESTIONS

(Arabic numeral at the end of a question indicates the number of parts required in the answer.)

1. Name Mottoes, Aim, Song of Intermediate B. Y. P. U.

#### Chapter I

2. What IS the Intermediate B. Y. P. U.?
3. Name the services of the church. (5)
4. The one end for all services of the church?
5. How does the Intermediate B. Y. P. U. differ from the other services of the church?
6. What is the Purpose of the Intermediate B. Y. P. U.?
7. How does the Intermediate B. Y. P. U. fulfill its Purpose? (6)
8. What is the Spirit of the Intermediate B. Y. P. U.?
9. What is the Test of the Intermediate B. Y. P. U.?

#### Chapter II

10. Who may be the leader of the Intermediate B. Y. P. U.?
11. Why should the church elect the Leader?
12. The Qualifications of the Leader? (3)
13. Where are the places of Leadership? (5)
14. What is said about Leader-General? (3)

#### Chapter III

15. What are the Intermediate B. Y. P. U. ages?
16. What are the characteristics of the Intermediates? (5)
17. What are the needs to be met? (3)



**Chapter IV**

18. Who may start the work? (3)
19. How is the work started? (4)
20. What equipment is needed? (18)
21. How divide the membership into groups? (4)
22. How keep the Groups well balanced? (2)
23. Where have more than one organization? (3)

**Chapter V**

24. Outline the Standard of Excellence. (9)
25. Value of the Standard of Excellence? (3)
26. How attain the Standard? Inspirational (3); Practical (6).

**Chapter VI**

27. What are the duties of the pastor? (2)
28. The president's duties? (3)
29. The time for planning the programs?
30. How are the programs planned? (4)
31. What are the duties of vice-president? (2)
32. How win new members? (3)
33. How bring back absentees? (3)
34. Where does secretary keep the records? (2)
35. How secure and make blackboard report? (3)
36. What are the duties of the treasurer? (3)
37. How Educate and Enlist in Scriptural Giving? (2)
38. The results of the treasurer's work? (3)

**Chapter VII**

39. What are the Librarian's duties? (5)
40. The value of Daily Bible Reading? (4)
41. Give the How of Daily Bible Reading? (2)
42. Duties of the Corresponding Secretary? (2)
43. What is the work of correspondence? (5)
44. Where should the Social Committee work? (2)
45. Value of the Social Committee's work? (2)
46. What should the Chorister do? (3)
47. Name duties of the Captains. (3)
48. How develop every member in the group? (4)
49. Who are the Lieutenants?

**Chapter VIII**

50. Time, Place, Topics for the weekly meeting?
51. Preparation needed for the weekly meeting? (2)
52. Give—in detail—four periods in the weekly meeting.
53. Time, Place, Purpose, People of program-planning meeting?
54. Time, Place, Purpose, of the committee meeting?
55. Time, Place, Purpose, People of business meeting?
56. Time, Place, Purpose, People of the social meeting?

**Chapter IX**

- 57. What is the Place and Purpose of the Sword Drill?
- 58. Who is the Leader of the Sword Drill?
- 59. Name the five calls in the Sword Drill.

**Chapter X**

- 60. When should the Intermediates graduate?
- 61. Why should the Intermediates graduate? (3)
- 62. Some objections to graduation? (3)
- 63. Why send graduates into Senior No. 2? (3)

**Chapter XI**

- 64. Give OBJECT of the B. Y. P. U. (Article 2—verbatim).
- 65. Define the three classes of membership.
- 66. What can a city B. Y. P. U. do? (4)
- 67. Since studying this book, what do you feel is the greatest need in your own Intermediate B. Y. P. U.?

**PLEDGE**

I have neither given or received aid in this test.

-----

(The test commences with the giving out of the ten questions by the teacher and ends with the handing of the paper to the teacher by the student.)















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